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## Title IX Discrimination Complaint Form (including sexual harassment)

### Office of Human Resources

(334) 244-3639

### Office Location

304 Taylor Center

### Mailing Address

P.O. Box 244023  
Montgomery, Alabama 36124-4023

To file a complaint with the University, please complete and bring this form in person to the Office of Human Resources or call our office to make arrangements for a representative to meet with you at another location. If you are unable for any reason to complete this form and would like to make a verbal complaint, please call 334-244-3639 or [jblavan@aum.edu](mailto:jblavan@aum.edu) to leave a message.

Although the University cannot commit to keeping a Title IX discrimination complaint confidential because of the University's obligation to investigate the complaint, the University will use its best efforts not to disseminate information concerning the complaint beyond those who have a need to know.

Please feel free to contact our office if you have any questions regarding the process for filing or investigating complaints of discrimination (including sexual harassment).

### AUM's Non-Discrimination Statement

In compliance with Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Acts of 1964, Section 504 of the Rehabilitation Act of 1973, and other federal, state, and local laws, Auburn University at Montgomery does not discriminate on the basis of race, color, religion, age, sex, sexual orientation, gender identity or ethnic origin, disability, or veteran status in employment processes, admission or financial aid programs, or educational programs or activities. **The Chief HR Officer (Jeanine Boddie-LaVan 334-244-3639) is the individual designated by the University to coordinate its efforts to comply with Title IX, Section 504 and other equal opportunity and affirmative action regulations and laws. Deputy Title IX Coordinators include Dr. Glen Ray 334-244-3690, Dr. Janice Lyn 334-244-3028, Dr. Chaundra Thompson 334-244-3106, Dr. Yulanda Tyre 334-244-3430, and Jim Herlihy 334-244-3540.**

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# Title IX Discrimination Complaint Form

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) is an all-encompassing federal law that prohibits discrimination based on the gender of students and employees of educational institutions which receive federal financial assistance. **When the form has been completed and signed by you, and then signed by the Title IX Coordinator or a Deputy, your complaint has been properly received and noted by the University.** We will provide you with a copy of this form as well as complete information about the Title IX complaint process.

The Title IX Coordinator and/or designee investigate complaints by faculty, staff, and students who believe themselves to be harmed by sexual harassment or discrimination and harassment related to gender.	I am filing this complaint as a: check one: (v)	
	<input type="checkbox"/> Faculty	<input type="checkbox"/> Staff <input type="checkbox"/> Student
	Name	
	Department (if applicable)	School (if applicable)
	Work Phone	Home Phone
	Work Address	
	Home Address	
	Employee ID	Student ID
	Have you brought this matter to the attention of any other department(s) at the University? If so, please list the name(s) and department(s) of all other persons with whom you have discussed this matter.	
	Type of Complaint Check all that apply (v)	
<input type="checkbox"/> Bullying		
<input type="checkbox"/> Cyber bullying		
<input type="checkbox"/> Gender Discrimination		
<input type="checkbox"/> Gender Inequity		
<input type="checkbox"/> Sexual Harassment		
<input type="checkbox"/> Sexual Assault		
<input type="checkbox"/> Sexual Misconduct		
<input type="checkbox"/> Stalking		
<input type="checkbox"/> Rape		
<input type="checkbox"/> Retaliation		
<input type="checkbox"/> Relationship Violence		

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**Complaint:** Describe your complaint. Please summarize below and attach additional pages describing your complaint if necessary.

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Name of person or persons you believe committed the offense against you and how you have contact with them, e.g. supervisor, co-worker, faculty, customer.

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Describe the corrective action you are seeking. Attach additional pages if necessary.

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For retaliation complaints, please explain why you believe someone retaliated against you:

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**Witnesses** (The relationship information requested means co-worker, supervisor, customer, faculty, etc.)

1.	Relationship	Telephone
2.	Relationship	Telephone
3.	Relationship	Telephone

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I certify the aforementioned is true and correct.



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Your signature \_\_\_\_\_ Date \_\_\_\_\_

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For the Title IX Coordinator and/or Designee

Complaint taken by

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Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

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## **WHO ENFORCES TITLE IX?**

The United States Department of Education's Office for Civil Rights (OCR) is in charge of enforcing Title IX. Information regarding OCR can be found at [www.ed.gov/about/offices/list/ocr/index.html](http://www.ed.gov/about/offices/list/ocr/index.html).

## **COMPLAINTS UNDER TITLE IX AUBURN UNIVERSITY AT MONTGOMERY**

### **Students:**

If you are a student who believes you have been subjected to (1) sexual harassment by University faculty or staff; or (2) any other form of gender discrimination under Title IX, you may report such misconduct or file a formal complaint with the Title IX Coordinator in the Office of Human Resources and Affirmative Action. Complaints must be submitted in writing not more than 300 days after the incident(s) in question. For good cause and at the University's discretion, the writing requirement or the 300 day time limitation may be waived.

If you are a student who believes you have been or are the victim of sexual harassment, including sexual assault, sexual violence or other sexual misconduct, by another University student, you may report such conduct or file a complaint under Title IX with the Deputy Title IX Coordinator for Student Sexual Misconduct.

### **Employees:**

If you are an employee who believes you have been subjected to discrimination under Title IX, including sexual harassment, or who wishes to file a complaint under Title IX, you can do so with the Title IX Coordinator in the Office of Human Resources and Affirmative Action. Complaints must be submitted in writing not more than 300 days after the incident(s) in question. For good cause and at the University's discretion, the writing requirement or the 300 day time limitation may be waived.

Federal and state laws prohibit the taking of retaliatory measures against any individual who files a complaint in good faith.

## **CONTACT INFORMATION**

Jeanine Boddie-LaVan, Chief HR Officer & Title IX Coordinator  
Office of Human Resources and Affirmative Action  
Phone: (334) 244-3639  
Fax: (334) 244-3751  
Email: [jblavan@aum.edu](mailto:jblavan@aum.edu)

Dr. Janice Lyn, Vice Chancellor & Deputy Title IX Coordinator for Student Sexual Misconduct  
Dr. Chaundra Thompson, Assistant Vice Chancellor & Deputy Title IX Coordinator for Student Sexual Misconduct  
Dr. Yulanda Tyre, Assistant Vice Chancellor & Deputy Title IX Coordinator for Student Sexual Misconduct  
Office of the Dean of Students  
Phone: (334) 244-3028; (334) 244-3106; (334) 244-3430  
Fax: (334) 244-3619  
Email: [jllyn@aum.edu](mailto:jllyn@aum.edu); [cthomp23@aum.edu](mailto:cthomp23@aum.edu); [ytyre@aum.edu](mailto:ytyre@aum.edu)

Jim Herlihy, Director of Athletics & Deputy Title IX Coordinator for Athletics  
Department of Athletics  
Phone: (334) 244-3540  
Fax: (334) 244-3886  
Email: [jherlihy@aum.edu](mailto:jherlihy@aum.edu)

Dr. Glen Ray, Professor & Deputy Title IX Coordinator for Faculty  
School of Sciences  
Phone: (334) 244-3311  
Fax: (334) 244-3690  
Email: [gray@aum.edu](mailto:gray@aum.edu)