

Alternative Resolution Flowchart

An Alternative Resolution (AR) is a voluntary agreement between the Complainant and the Respondent. It is a structured, yet flexible, process that aims to address the alleged Prohibited Conduct and prevent its recurrence.

Report Made to OPHD

Initial Meeting with OPHD

Meets with an OPHD to discuss the alleged misconduct and learn about their rights, options and resources. OPHD will explain and explore the AR process if the Complainant is interested in pursuing that option.

OPHD Assessment

OPHD Director determines if the case is eligible for AR.

Outreach to Respondent

OPHD reaches out to Respondent to explain the allegations, review University policies, and discuss OPHD's processes, including the AR and potential terms.

AR Confirmation with Complainant

OPHD follows up with the Complainant to confirm that the case is suitable for resolution through an AR. Complainant confirms they want to pursue AR. Complainant works with OPHD to discuss potential terms.

Respondent Agrees to AR

After meeting with OPHD, Respondent agrees to participate in AR. If Respondent does not agree, OPHD will discuss with Complainant to explore other options to address their concerns.

Formal Notice of AR

OPHD Director sends formal notice of AR to both parties.

Review of Proposed Terms

OPHD Director will review the proposed terms to see if they are appropriate and may recommend modifications or alternative options if needed. OPHD Director can also add additional terms as they deem appropriate.

Term Development Stage

Parties explore and develop terms that will address the harm with feedback from OPHD.

The Agreement is Finalized

Parties agree to the terms of an AR. The agreement is final. Changes are only made in exceptional circumstances.

Monitoring

OPHD monitors the terms. If the either party fails to satisfy the terms of the AR or the AR was unsuccessful, OPHD Director has the authority to initiate a Formal Investigation

AR Successful

OPHD notifies both parties when terms are successfully fulfilled. Case is formally closed.