



FACULTY HANDBOOK 2019

I hereby certify that this is the official Faculty Handbook of the University of Southern California, that it has been developed through a collegial process of consultation and review that has included the Academic Senate and the Provost's Council as specified by the policies of the Board of Trustees, that it is promulgated under authority delegated to the President of the University by the Trustees, and that it is based on the 2018 text as promulgated by President Nikias on May 17, 2018, as changed by the amendments approved by me through June 18, 2019.

Wanda Austin
Interim President

June 18, 2019

Chapter 6

Providing a Safe and Professional Educational and Work Environment

clinical-track faculty members. Members of the committee are available to serve as members of ad hoc Sanctioning Panels.

6-AA (3)(b) Referrals

When a University-authorized fact-finding process (see Section 6-A(7)(c)) has concluded that a faculty member is not in compliance with the standards described in Section 6-AA (2), a referral may be made to a Sanctioning Panel.

6-AA (3)(c) Sanctioning Panels

Sanctioning Panels consist of members of the Committee on Professional Responsibility, established as provided in subsection (3)(a). Sanctioning Panels will function as provided in this Section 6-AA (3). Each Sanctioning Panel will be chaired by a past President of the Faculty, if available. In cases involving a research-, teaching-, practitioner-, or clinical-track faculty member, the Sanctioning Panel will include research-, teaching-, practitioner-, or clinical-track faculty, if available. In cases involving a tenured faculty member, the Sanctioning Panel shall consist only of tenured faculty. No member of a Sanctioning Panel may serve on a subsequent grievance panel or dismissal hearing board involving the same responding party's behavior.

The Sanctioning Panel will receive the findings and conclusions, and any other documents provided to both parties, from the fact-finding process. The Sanctioning Panel may receive additional information from the School and University relevant to the determination of sanctions and corrective actions. However, it does not hold a hearing ~~or receive submissions from the parties.~~ It will and does not re-evaluate the investigation or its factual findings or conclusions. The designated Vice Provost is a non-voting participant in the Sanctioning Panel's work and the Sanctioning Panel may delegate to the Vice Provost, within whatever parameters it sets, the timing of sanctions, and ancillary corrective actions and sanctions. If either the reporting or responding party wishes to provide information about mitigating or aggravating circumstances relevant to the determination of sanctions and corrective actions, they may submit a two-page statement detailing the information. The information should not restate or re-present information previously provided during the investigation and the statement should not re-argue whether the alleged misconduct non-compliance occurred. The date of the Sanctioning Panel's meetings can be obtained from the Provost's Office.

In cases referred under subsection (3)(b), sanctions and corrective actions may be determined under this section 6-AA (3), notwithstanding other Faculty Handbook provisions.

6-AA (3)(d) Consideration of Dismissal of Tenured Faculty

The Sanctioning Panel may make a recommendation to the Provost on whether

reasons. Best efforts will be made to complete the investigation in a timely manner by balancing principles of thoroughness and fundamental fairness with promptness.

6-F RESPONSE TO INVESTIGATION/ APPEAL OF FINDINGS

The assigned investigator will notify the reporting party and the responding party of the findings of fact of the investigation. The notice will be in writing and sent to both on the same day. Subsequently, the Executive Director of the Office of Equity and Diversity will notify the reporting party and the responding party of the conclusion whether those facts violate this policy, and will notify them to the procedures for appeal. The notice will be in writing and sent to both on the same day.

The University will take immediate and appropriate corrective action when it is determined that harassment or other violation of this policy has occurred. If the finding of violation is modified or reversed on appeal, any discipline will be reviewed and modified or rescinded as appropriate.

6-F (1) Appeal of Findings, Conclusions, Sanctions and Corrective Actions

6-F(1)(a) In General

In any case under Section 6-AA (3), within ~~seven~~thirty calendar days of being notified of the determination of sanctions and corrective actions by the Sanctioning Panel, the responding party may appeal the findings, conclusions, sanctions and corrective actions, or any of them to a delegate of the Provost who is not otherwise involved in any step of the process. The appeal should be emailed to the Executive Vice Provost (vpafa@usc.edu). The appeal will be conducted on the basis of the information before the Sanctioning Panel without a hearing.

The appeal may contest the following: (a) whether the conclusions are supported by the findings, (b) whether the findings are supported by the information considered by the panel, (c) whether there were procedural errors that had a material impact on the fairness of the investigation, or (d) whether the sanctions and corrective action are grossly disproportionate to the violation found. The Provost's delegate may affirm or modify the sanctions and corrective