## Resource Guide for Work-Related Problems

<table>
<thead>
<tr>
<th>Problem</th>
<th>Student</th>
<th>Staff</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harassment related to race, color, sex, religion, national origin, age, disability, veteran status, sexual orientation or genetic information</td>
<td>If applicable, immediate supervisor or AA/EEO Office</td>
<td></td>
<td>AA/EEO or Department Head/Dean/Provost</td>
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<tr>
<td>Discrimination in hiring, firing, training, retraining, promoting, or providing educational opportunity</td>
<td>Student Employment or AA/EEO Office</td>
<td>AA/EEO or Employee Relations in University Human Resources</td>
<td>AA/EEO or Department Head/Dean/Provost</td>
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<tr>
<td>Unfair practice related to the work environment</td>
<td>Student Employment or AA/EEO Office</td>
<td>Supervisor or Employee Relations in University Human Resources</td>
<td>AA/EEO or Department Head/Dean/Provost</td>
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<tr>
<td>Unfair violation, misrepresentation, misapplication, or unreasonable application of a university policy, rule, or regulation regarding employment conditions or administration of personnel actions</td>
<td>Supervisor or Employee Relations in University Human Resources</td>
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<td>Department Head/Dean/Provost</td>
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<tr>
<td>On-the-job injury</td>
<td>Supervisor. If time is missed from work due to injury, Risk Management must be involved.</td>
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<td>Problems with, or questions about, insurance (health, life, disability, etc.)</td>
<td>Int’l students – Office of International Programs</td>
<td>Payroll and Employee Benefits</td>
<td></td>
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<td></td>
<td>Domestic students – Office of the Dean of Students</td>
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</tbody>
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Resource contact Information

Affirmative Action/Equal Employment Opportunity (AA/EEO) Office
317 James E. Foy Hall — 844-4794

Human Resources (HR), the Employee Relations Office
332 James E. Foy Hall — 844-4145

Office of the Dean of Students Student Center Suite 3248 — 844-1304

Office of International Programs
228 James E. Foy Hall — 844-5001

Office of the Provost and Vice President for Academic Affairs
208 Samford Hall — 844-5771

Office of the University Ombuds
Quad Center, Suite 005 — 844-7170

Payroll and Employee Benefits Office
212 Ingram Hall — 844-4183

Risk Management and Safety
316 Leach Science Center — 844-4870

Student Employment Office
303 Martin Hall — 844-3879

Notes

1. Where both AA/EEO and HR are listed, the employee may contact either office. The office contacted will then ensure that the problem is investigated by the appropriate office, and you will be notified if the resolution of the problem is transferred from the office that you originally contacted.

2. Use the Auburn University Ethics Line to report activities that may involve improper conduct or violation of Auburn University’s policies concerning financial irregularities and similar ethics related matters as well as NCAA violations. The line can be found at the Internal Auditing home page or at https://secure.ethicspoint.com/domain/en/report_custom.asp?clientid=7852.

3. Students should follow the procedure outlined in Tiger Cub to file an academic grievance.

4. If you have a problem or issue not covered by these suggestions, you may call the Employee Relations Office in Human Resources (844-4145) and ask for assistance in determining which activity might be able to help. The Office of the University Ombuds is also available to assist and can be reached at 844-7170.