

Guidelines for Investigative Services

Office of Compliance & Risk Management

Universities of Wisconsin Administration

Overview of Investigative Services

- The Universities of Wisconsin Administration Office of Compliance & Risk Management offers investigative services for the Universities of Wisconsin Administration and campuses, upon request, to conduct fact-finding investigations.
- These investigations cover a variety of matters, including but not limited to, complaints, disputes, grievances and/or violations of policy, administrative code or law that involve allegations of sexual misconduct, harassment, discrimination, retaliation, ethical misconduct and other types of misconduct.
- The investigators serve as neutral, fact-finders. Upon completing the fact-finding process, the investigators will review all relevant and applicable evidence and materials and prepare an investigation report.

Types of Investigations

UWSA and Executive-Level Investigations

- Complaints against the President of the Universities of Wisconsin
- Complaints against the President's cabinet
- Complaints against the Chancellor
- Complaints against a member of the Chancellor's cabinet
- Complaints against an employee who directly reports to the Chancellor

General Investigations

- Any matter involving Title IX and non-Title IX sexual misconduct
- EEO/discrimination including ADA
- Matters with a high likelihood of litigation or potential for institution reputational harm
- Matters involving youth
- Reports to or contact with the Office of Civil Rights of the Department of Education or other oversight or accreditation agency
- Case complexity -- multiple complainants and/or respondents
- Public or media interest
- High-profile attorney representation
- Involvement of faculty or upper level administration at the institution or system
- Allegations of mishandling of previous investigation or reports
- Conflict of Interest

How to Request Investigation Services

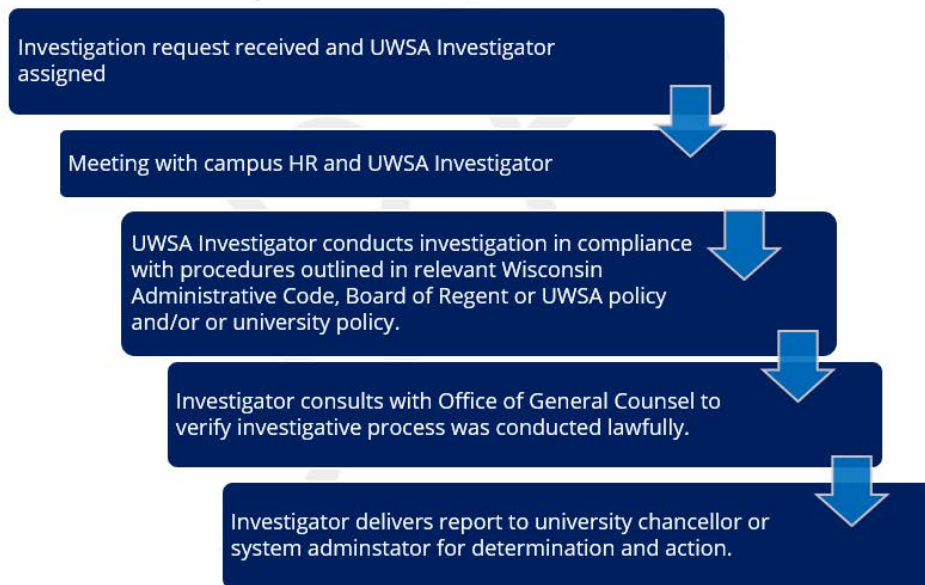
- If your institution is seeking information on our investigative services or is unsure whether our services will fit your needs, please send an email to the OCI email at: compliance@wisconsin.edu.
- Please complete the following form for investigation requests: <https://www.wisconsin.edu/compliance/investigative-services/>

Universities of Wisconsin Administration Office of Compliance & Risk Management: Investigative Services

Working Together

- OCRM's investigation team works closely with the Office of General Counsel, UWSA Human Resources, as well as the institution in conducting investigations.
- Once a request is received for investigative services, our investigators will contact the original requester to set up a meeting and discuss next steps.
- If investigative services are utilized, our investigators will provide the institution with regular updates as to the status and timeline of the investigative process.

Overview of Investigative Services



Fee for Services

- Investigative Services are offered as an additional level of expertise and support for UW Campuses.
- These services are provided as a charge-back service. UWSA will cover 50% of the costs of each investigator's salary and benefits.
- UW Campuses will be charged a set annual fee for the services starting in FY24. The fee recovery calculation will be set and collected by UWSA.

Contact Information

Paige Smith
Chief Compliance & Risk Officer
paige.smith@wisconsin.edu

Dany Thompson
Title IX Compliance Specialist
dany.thompson@wisconsin.edu

Claire Edwards
Investigator
claire.edwards@wisconsin.edu

Haley Hintz
Investigator
haley.hintz@wisconsin.edu

