

If you believe there is imminent danger,
CALL 911



1

RESPOND TO THE REPORTER
Assign Case

ACT Chair and Title IX
-Dr. Carla Martinez
Academic Dishonesty
-Dr. Christina Oja
ACT (Mental Health)
-Dr. Judy Cheng
Conduct -Stephanie Smallshaw
Student Assistance Needed
-Minnie Higgins

2

CONDUCT INVESTIGATION
(If necessary)

3

MEET WITH STUDENT
Provide Referrals/Sanctions

4

FOLLOW UP WITH REPORTER
Throughtout the process

5

CLOSE CASE
Schedule student
follow-up if needed

****ACT meets weekly to discuss cases****