

Duke Chemistry Department
Conflict Resolution and Resources
Spring 2022

Concerns with Ph.D. Advisor Conduct. Students who feel their Ph.D. advisor is not meeting the terms of the SED are strongly encouraged to discuss such concerns with their Ph.D. Advisor, at least at the time of the Annual Report. These conversations can be difficult to initiate, but they are welcomed – your Ph.D. advisor wants to support you! Recognizing the role that power dynamics can play in the mentor:mentee relationship, however, any student should feel free to contact the Director of Graduate Studies (DGS) and/or the Chair for guidance on how to initiate that conversation or alternative paths to resolution. Continued failure to abide by the terms of the SED should always be reported to the DGS and/or Chair.

When conflicts cannot be resolved within the department, grievances can be filed directly with the Graduate School (<https://gradschool.duke.edu/academics/academic-policies-and-forms/standards-conduct/student-grievance-procedures>). In cases where it is determined either by the Graduate School and/or by the DGS, the Department Chair, and the student's Ph.D. committee (if assembled) that a Ph.D. Advisor is persistently not meeting the agreed expectations, steps can be initiated for the Advisor to be removed from the student's Ph.D. Committee, temporarily blocked from accepting new students, or removed from the Graduate Faculty, depending on the nature of the situation. To the extent possible, students will be kept informed of the process and the decision by either the DGS or the Chair.

Concerns with Committee Conduct. Students who feel their Ph.D. committee is not responding to emails in a timely fashion, giving feedback on the Annual Progress Report, or providing availability for committee meetings should consult with their Ph.D. advisor or the DGS or Department Chair. Continued problems can result in removal from the committee, which will be decided by the DGS or the Chair.

Concerns with Student Conduct. Ph.D. advisors who feel the graduate student is not meeting the terms of the SED should discuss these concerns explicitly with the student, indicate areas for improvement on the Annual Progress Report, and contact the DGS and/or Chair if improvement is not observed. Failure to make appropriate progress toward your degree (as clearly communicated and determined by your advisor, your Ph.D. Committee (if assigned), the DGS, and the Department Chair) will be grounds for dismissal from the program.

Resources. There are many resources within the Department, The Graduate School, and Duke University available to guide and support you when you encounter challenges. These include:

Director of Graduate Studies: Chem-DGS@duke.edu

Department Chair: chair@chem.duke.edu

Departmental Diversity, Inclusion & Community Committee: chem-divinc@duke.edu

Reporting navigation tool designed by Kirsten Overdahl:

- Web: <https://projects.gradschool.duke.edu/reporting>

CAPS:

- Web: <https://studentaffairs.duke.edu/caps>
- Phone: (919)-660-1000

Ombudsperson: Ada Gregory

- Web: <https://oie.duke.edu/ombuds>
- Phone: 919-660-2444
- Urgent: 919-257-0160
- Email: ombuds@duke.edu

Office for Institutional Equity

- Web: <https://oie.duke.edu/>
- Phone: 919-684-8222
- Email: oie-help@duke.edu

Title IX:

- Web: <https://oie.duke.edu/sexual-misconduct-title-ix>
- Phone: 919-668-6214 (For Complaints Concerning Employees, including Faculty)
- Email: cynthia.clinton@duke.edu (For Complaints Concerning Employees, including Faculty)
- Email: ericka.lewis@duke.edu (For Complaints Concerning Students)

Duke Occupational and Environmental Safety Office

- Web: <https://www.safety.duke.edu/>
- Contact: <https://www.safety.duke.edu/contact-us>

Who's here
to listen?

OIE responds to:

- Harassment – including sexual harassment
- Sexual assault
- Dating and domestic violence
- Stalking
- Discrimination
- Failure to accommodate – disability and/or religion
- Retaliation

**CONFIDENTIAL
RESOURCES**

Student Health
919-681-9355

Counseling & Psychological Services (CAPS)
919-660-1000 (*students*)

Office for Gender Violence Prevention & Intervention
919-684-3897
919-970-2108 (*after-hours | weekends | holidays*)

Personal Assistance Service (PAS)
919-416-1727 (*employees*)
800-327-2281 (*employees based at Duke Raleigh Hospital & Wake County*)

Durham Crisis Response Center (DCRC)
919-403-6562 (*English*)
919-519-3735 (*Español*)
866-348-9473 (*24-Hour Number*)

Ombudsperson
919-660-2444 (*students*)
919-668-3326 (*medical school students*)
919-949-8687 or 919-681-7788 (*faculty*)

**NON-CONFIDENTIAL
REPORTING OPTIONS**

Office for Institutional Equity (OIE)
919-684-8222 • oi-help@duke.edu

Office of Student Conduct and Community Standards
919-684-6938

Staff and Labor Relations
919-684-2808

Duke University Compliance and Fraud Line
800-849-9793

Duke Health Integrity Line
800-826-8109

Duke University Police Department
919-684-2444

WHAT HAPPENS NEXT?

If you report concerns to a *Non-Confidential Reporting Option*, someone will reach out to you to provide information regarding resources, support, and how to file a complaint. You are not required to respond. You do not need to file a complaint to receive support.

A *Confidential Resource* will not share any information you disclose to the Office for Institutional Equity.

SCAN
TO
LEARN
MORE



Duke | Office for Institutional Equity