



## Reporting Suspected Criminal Activity and Misconduct

Michigan State University (MSU) is committed to providing a safe and supportive environment for students, employees, and visitors. We encourage, and in some instances require, employees to report incidents of known or suspected criminal activity and misconduct. Please review the following information regarding reporting options and the University's prohibition on retaliation.

HOW TO REPORT	
Crime or Emergency	
Emergencies, crimes in progress, or suspicious activity	Call or text 911
Non-emergencies or crimes not in progress	MSU Police and Public Safety: 517-355-2221
Submit crime tips anonymously	Text MSUDPPS and your tip to CRIMES (274637) Call Toll Free: 844-99-MSUPD (844-996-7873)
Relationship Violence, Sexual Misconduct, and Stalking	
Responsible Employees are required to promptly report information about incidents or conduct that may be prohibited by the Relationship Violence and Sexual Misconduct and Title IX Policy (i.e., relationship violence, stalking, sexual misconduct (including sexual harassment, sexual assault, and sexual exploitation), and retaliation) that they observe or learn about in their working or professional capacity; and which occurred at a University-sponsored event or on University property or involves a member of the University community with respect to conduct that may have occurred while they were a member of the University community. See the <a href="#">Mandatory Reporting for Relationship Violence, Sexual Misconduct and Stalking Policy</a> for additional information.	
Responsible employees Contact the Investigation, Support and Resolution Department (ISR) in the Office for Civil Rights and Title IX Education and Compliance (OCR)	<ul style="list-style-type: none"> <li>Online form: <a href="#">Office for Civil Rights Incident Reports and Requests</a></li> <li>Phone: 517-353-3922</li> <li>Email: <a href="mailto:ocr.isr@msu.edu">ocr.isr@msu.edu</a></li> </ul>
Undergraduate student employees	Promptly report to your supervisor ( <i>Supervisors are encouraged to remind student employees of this obligation</i> )
Protected Identity Harassment or Discrimination	
Contact the Investigation, Support and Resolution Department (ISR) in the Office for Civil Rights and Title IX Education and Compliance (OCR)	<ul style="list-style-type: none"> <li>Online form: <a href="#">Office for Civil Rights Incident Reports and Requests</a></li> <li>Phone: 517-353-3922</li> <li>Email: <a href="mailto:ocr.isr@msu.edu">ocr.isr@msu.edu</a></li> </ul>
Child Abuse (Including child sexual abuse, child sexually abusive material and child pornography)	
Emergencies	Call or text 911
Mandated Reporters under Michigan Law: <i>Employees or volunteers who are defined as mandated reporters and who suspect child abuse or neglect must report to the Michigan Department of</i>	<ul style="list-style-type: none"> <li>Call with a verbal report: 855-444-3911 and then file a written report with MDHHS/CPS within 72 hours; or</li> </ul>

<p><i>Health &amp; Human Services (MDHHS), Child Protective Services (CPS) immediately. Information about reporting abuse and neglect can be found on the <a href="#">MDHHS website</a>.</i></p> <p>Physicians and other health professionals should follow established reporting protocols for child abuse/neglect.</p>	<ul style="list-style-type: none"> <li>• Report online through the Michigan Online Reporting System.</li> <li>• After contacting CPS, notify MSU Police and Public Safety if the suspected child abuse or neglect is occurring on campus or involving a member of the University community.</li> </ul>
<p>All employees</p>	<ul style="list-style-type: none"> <li>• Contact MSU Police and Public Safety immediately: 517-355-2221</li> <li>• MSU Police and Public Safety will file a report with MDHHS/CPS</li> <li>• Allegations of sexual assault, including child sexual assault, related to a member of the university community (employees or student) must also be reported to the Investigation, Support and Resolution Department, or ISR, in the Office for Civil Rights and Title IX Education and Compliance (OCR).</li> <li>• For more information, or to determine if you are a mandated reporter under Michigan law, review <a href="#">University Reporting Protocol: Child Abuse and Other Harm to Children</a>.</li> </ul>
<b>Care and Intervention</b>	
<p>To report students, employees, or other individuals on campus who have exhibited concerning behavior and/or a possible threat of harm to self or other members of the campus community:</p>	<ul style="list-style-type: none"> <li>• Emergencies: Call or text 911</li> <li>• Non-emergencies: <a href="#">Submit an online referral to MSU's Care and Intervention Team (CAIT)</a></li> </ul>
<p><b>Green Folder:</b> an informational guide to assist in recognizing and supporting students and employees of concern. Review the Green Folder on the <a href="#">Office of Student Support and Accountability website</a>.</p>	
<b>Ethical, Policy, Compliance Violations and Other Misconduct</b>	
<p>Submit a Misconduct Hotline report for concerns including but not limited to athletics misconduct, conflicts of interest, discrimination and harassment, employment misconduct, fiscal misconduct, hazing, medical and HIPAA violations, privacy violations, research misconduct, retaliation, safety, or other area of concern not specifically listed.</p>	<ul style="list-style-type: none"> <li>• Online: <a href="#">Misconduct Hotline Report Form</a></li> <li>• Call the anonymous 24/7 hotline: 800-763-0764</li> <li>• Contact a specific university office, available on the <a href="#">Misconduct Hotline website</a></li> </ul>
<p>The Misconduct Hotline does not replace the University Reporting Protocols regarding child abuse, sexual assault, child pornography, relationship violence, sexual violence, stalking, and sexual exploitation. While such issues may be referred to the Misconduct Hotline, employees are also required to follow the reporting protocols related to <a href="#">child abuse</a> and <a href="#">RVSM</a>.</p>	
<b>Student Misconduct</b>	
<p>Any member of the MSU community (employees and students) may file a formal complaint concerning the conduct of students whose behavior reportedly violated University policy through the <a href="#">Office of Student Support and Accountability (OSSA)</a>:</p>	<ul style="list-style-type: none"> <li>• Online Form: <a href="#">OSSA Public Reporting Tool</a></li> <li>• For a time-sensitive consultation: Call 517-884-0789</li> </ul>

## ADDITIONAL RESOURCES

### Office of the University Ombudsperson

Whether one is a student or employee, the [Office of the University Ombudsperson](#) offers a confidential place to discuss academic concerns, administrative issues, workplace issues, or any concern that may relate to MSU students. It also interprets and explains university policies and procedures. Here, one can speak freely because the Office of the University Ombudsperson offers an environment where one can talk with a confidential, independent, impartial, and informal resource about a complaint, conflict, or concern. Members of the MSU community may contact the University Ombudsperson at [ombud@msu.edu](mailto:ombud@msu.edu), 517-353-8830, or via the [Problem/Concern Form](#).

## NON-RETALIATION

The University prohibits retaliation (including retaliatory harassment) against individuals who report or make good faith complaints of relationship violence, stalking, sexual misconduct, discrimination, harassment, and other forms of misconduct (as specifically governed by individual University policies), or who participate in the University's investigation and handling of such reports, even if the University finds that no violation of Policy occurred. In addition, the laws that prohibit discrimination and harassment contain anti-retaliation provisions (e.g., Title VII, Title IX, ELCRA, etc.). Specifically, Title IX prohibits retaliation against reporters of sex discrimination, including reports of sex discrimination against administrators and other employees. MSU will independently investigate alleged retaliation for participation in the Title IX process.

### Independent Investigations

MSU also independently investigates allegations of other prohibited retaliation and will take strong responsive actions if retaliation occurs. MSU may implement interim protective measures during a retaliation investigation. Those found responsible for retaliation are subject to disciplinary action up to and including termination for employees and dismissal for students.

### Additional Resources

- [Notice of Non-Discrimination, Anti-Harassment and Non-Retaliation](#)
- [Relationship Violence and Sexual Misconduct and Title IX Policy](#)
  - [Culture of Support Resources](#)
  - [Office for Civil Rights and Title IX Education and Compliance Resources](#)
- [Anti-Discrimination Policy](#)
  - [Anti-Discrimination Policy User's Manual](#)
- [Interim Policy on Protection from Retaliation for Reporting Misconduct](#)
  - This interim policy prohibits retaliation from reports of misconduct that does not relate to ADP or the Relationship Violence Sexual Misconduct and Title IX Policy.
- [Disability and Reasonable Accommodation Policy](#)
- Faculty Handbook: [Protecting Participants in Research Misconduct Proceedings](#)
  - [Procedures Concerning Allegations of Misconduct in Research and Creative Activities](#)