

# (DON'T) PANIC SHEET for DEANS & CHAIRS

## Emergencies

Topic	Responsible Unit	Contact Information
Urgent Medical Attention	<a href="#">UCPD</a>	911 (land line) or 642-3333 (cell)
Aggression or Immediate Physical Threat	<a href="#">UCPD</a>	911 (land line) or 642-3333 (cell)
Threat of Imminent Suicide	<a href="#">UCPD</a>	911 (land line) or 642-3333 (cell)
Smoke/Fire	<a href="#">UCPD</a>	911 (land line) or 642-3333 (cell)
Crime in Progress or Just Concluded	<a href="#">UCPD</a>	911 (land line) or 642-3333 (cell)
Hazardous Material or Toxic Spill (ground or water)	<a href="#">EH&amp;S</a> (business hours)	642-3073
	<a href="#">UCPD</a> (evenings and weekends)	911 (land line) or 642-3333 (cell)
Flooding	<a href="#">Facilities Services</a>	642-1032
Campus Emergency Ongoing Updates	<a href="http://emergency.berkeley.edu">http://emergency.berkeley.edu</a>	(800) 705-9998
Travelers in Distress (medical emergencies, emergency evacuations)	<a href="#">Risk Services</a>	510-289-8282 (24hr/7 days a week)

## Emotional Distress & Behavioral Concerns

Topic	Responsible Unit	Contact Information
Students of Concern	<a href="#">Student of Concern Committee</a> & <a href="#">Center for Support and Intervention</a>	Alfred Day, Director, 664-4218, <a href="mailto:alfred.day@berkeley.edu">alfred.day@berkeley.edu</a> Submit a <a href="#">CARE Report</a>
Emotional Distress or Behavioral Risk Assessment For Students For Faculty or Staff	<a href="#">Counseling and Psychological Services</a>	Claytie Davis III, Interim Director, 642-9494
	<a href="#">Employee Assistance</a>	Craig Mielcarski, Director, 643-7754

## Minimizing University Liability

Topic	Responsible Unit	Contact Information
Intent to Sue University (or You)	<a href="#">Office of Legal Affairs</a> (OLA)	642-7122, <a href="mailto:olastaff@berkeley.edu">olastaff@berkeley.edu</a>
Contact from a Federal/State Agency Investigator	<a href="#">Office of Legal Affairs</a> (OLA)	David Robinson, Chief Campus Counsel, 642-7122, <a href="mailto:dmrobinson@berkeley.edu">dmrobinson@berkeley.edu</a>
Injury on the Job	<a href="#">Disability Management Services</a>	Mike Imazumi, Manager 642-8768, <a href="mailto:mimazumi@berkeley.edu">mimazumi@berkeley.edu</a>
Injury or Property Damage on Campus (not work-related)	<a href="#">Ethics, Risk &amp; Compliance Services</a>	Laila DeBerry, Campus Risk Manager 643-9317, <a href="mailto:ldeberry@berkeley.edu">ldeberry@berkeley.edu</a>
Data Security Breach or Computer with Sensitive Information Stolen	<a href="#">IS&amp;T Computer Security</a>	<a href="mailto:security@berkeley.edu">security@berkeley.edu</a> 510- 664-9000
Privacy & Healthcare Compliance Breaches	<a href="#">Ethics, Risk &amp; Compliance Services</a>	Scott Seaborn, Interim Campus Privacy Officer, 4-7775, <a href="mailto:privacyoffice@berkeley.edu">privacyoffice@berkeley.edu</a>
Public Records Request	<a href="#">Office of Legal Affairs</a> (OLA)	Liane Wong, Public Records Coordinator <a href="mailto:pra@berkeley.edu">pra@berkeley.edu</a>

## Faculty Employment Matters

Topic	Responsible Unit	Contact Information
Faculty Equity and Welfare	<a href="#">Office for Faculty Equity &amp; Welfare</a>	Sharon Inkelas, Associate Vice Provost 642-1935, <a href="mailto:inkelas@berkeley.edu">inkelas@berkeley.edu</a>
Academic Personnel Cases (Promotions, Merits, Reviews)	<a href="#">Academic Personnel Office</a> (APO)	Heather Archer, Assistant Vice Provost 642-5626, <a href="mailto:archer@berkeley.edu">archer@berkeley.edu</a>
Grievance Process/Privilege and Tenure Committee	<a href="#">Academic Senate</a>	Jocelyn Banaria, Executive Director 642-7213

## Possible Research Misconduct

Topic	Responsible Unit	Contact Information
Lab Safety	<a href="#">Environmental Health &amp; Safety</a>	642-3073
Conflict of Interest (research-related)	<a href="#">Research Administration &amp; Compliance</a> (RAC)	Alaisha Hellman, Research Compliance Analyst, 642-0122, <a href="mailto:mhellman@berkeley.edu">mhellman@berkeley.edu</a>
Mistreatment of Human Subjects or Research Animals	<a href="#">Vice Chancellor, Research</a>	Pamela Miller, Interim Assistant Vice Chancellor, 642-2925, <a href="mailto:plfmiller@berkeley.edu">plfmiller@berkeley.edu</a>
Plagiarizing Published Material, Misrepresenting or Fabricating Data	<a href="#">Vice Chancellor, Research</a>	Pamela Miller, Interim Assistant Vice Chancellor, 642-2925, <a href="mailto:plfmiller@berkeley.edu">plfmiller@berkeley.edu</a>

## Possible Misconduct

Topic	Responsible Unit	Contact Information
Campus Resources Used for Personal Gain	<a href="#">Vice Chancellor, Research</a>	Pamela Miller, Interim Assistant Vice Chancellor, 642-2925, <a href="mailto:plfmiller@berkeley.edu">plfmiller@berkeley.edu</a>
	General: Whistleblower Hotline	800-403-4744
Conflict of Interest (not related to research)	<a href="#">Ethics, Risk &amp; Compliance Services</a>	Laila DeBerry, Campus Risk Manager

# (DON'T) PANIC SHEET for DEANS & CHAIRS

		643-9317, <a href="mailto:conflicts@berkeley.edu">conflicts@berkeley.edu</a>
<b>Sexual Harassment or other conduct prohibited under the UC Policy on Sexual Violence and Sexual Harassment (SVSH)</b>	<a href="#">Office for the Prevention of Harassment and Discrimination</a>	Cherie Scricca, Acting Title IX Officer 643-7985, <a href="mailto:ask_ophd@berkeley.edu">ask_ophd@berkeley.edu</a>
<b>Libel, Slander or Defamation</b> (written or spoken)	<a href="#">Office of Legal Affairs (OLA)</a>	642-7122, <a href="mailto:olastaff@berkeley.edu">olastaff@berkeley.edu</a>
<b>Disclosure of Confidential Employee Information</b>	<a href="#">Human Resources Employee Relations</a>	Carrie Ann Colton, Director 643-8718, <a href="mailto:cacolton@berkeley.edu">cacolton@berkeley.edu</a>
<b>Disclosure of Confidential Student Information</b>	<a href="#">Office of the Registrar</a>	Walter Wong, Registrar 643-1640, <a href="mailto:oua2wong@berkeley.edu">oua2wong@berkeley.edu</a>
<b>Possible Violation of Faculty Code of Conduct</b> (including faculty “no show” to classes, being under the influence of alcohol or drugs, abusive behavior)	<a href="#">Vice Provost for the Faculty</a>	Benjamin Hermalin, Vice Provost 642-6474, <a href="mailto:hermalin@berkeley.edu">hermalin@berkeley.edu</a>
<b>Possible Staff Misconduct, other than SVSH</b>	<a href="#">Human Resources Employee Relations</a>	Carrie Ann Colton, Director 643-8718, <a href="mailto:cacolton@berkeley.edu">cacolton@berkeley.edu</a>
<b>Student Code of Conduct Violations</b>	<a href="#">Dean of Students Office</a>	Becca Lopez, Assistant Dean of Students & Director, Center for Student Conduct 643-9069, <a href="mailto:becca@berkeley.edu">becca@berkeley.edu</a>
<b>Athlete Misconduct, NCAA Violations</b>	<a href="#">Intercollegiate Athletics</a>	Jim Knowlton, Director of Athletics 643-5316, <a href="mailto:jim.knowlton@berkeley.edu">jim.knowlton@berkeley.edu</a>
<b>Allegations of Discrimination</b> (including hostile environment due to race, age, religion, etc.)  <b>Complaint against faculty or students:</b> <b>Complaint against staff:</b>	<a href="#">Office for the Prevention of Harassment and Discrimination</a>  <a href="#">HR Policy &amp; Procedures Unit</a>	Cherie Scricca, Acting Title IX Officer 643-7985, <a href="mailto:ask_ophd@berkeley.edu">ask_ophd@berkeley.edu</a> 642-7053, <a href="mailto:askeru@berkeley.edu">askeru@berkeley.edu</a>
<b>Concerns about Sexual Harassment, Sexual Assault, Dating/Domestic Violence, Retaliation, and Stalking</b>  <b>Confidential Support and Care</b>  <b>Counsel and Advice on Managing Impact of SVSH Incident</b>  <b>Reporting, Complaint Resolution, and Responsible Employee Notification</b>	<a href="#">PATH to Care Center</a>  <a href="#">SVSH Advisor Office</a>  <a href="#">Office for the Prevention of Harassment and Discrimination</a>	Kiara Lee, Interim Assistant Director 642-1988, <a href="mailto:kiaralee@berkeley.edu">kiaralee@berkeley.edu</a>  The Care Line (24/7 crisis/urgent support) 510-643-2005, <a href="mailto:pathtocare@berkeley.edu">pathtocare@berkeley.edu</a>  Sharon Inkelas, Special Faculty Advisor to the Chancellor on Sexual Violence and Sexual Harassment, 510-644-5086, <a href="mailto:svshadvisor@berkeley.edu">svshadvisor@berkeley.edu</a>  Cherie Scricca, Acting Title IX Officer 643-7985, <a href="mailto:ask_ophd@berkeley.edu">ask_ophd@berkeley.edu</a>
<b>To Report Improper University Activity</b>	<a href="#">Chancellor's Office</a>	Khira Griscavage, Associate Chancellor <a href="mailto:kgriscavage@berkeley.edu">kgriscavage@berkeley.edu</a> Whistleblower Hotline: 800-403-4744
<b>Allegation of Retaliation as a Result of Reporting Improper University Activity</b>	<a href="#">Ethics, Risk &amp; Compliance Services</a>	Khira Griscavage, Associate Chancellor <a href="mailto:kgriscavage@berkeley.edu">kgriscavage@berkeley.edu</a>

## Disability, Equity, and Inclusion

Topic	Responsible Unit	Contact Information
<b>Accommodations Related to Faculty Disability or Medical Condition</b>	<a href="#">Academic Personnel Office (APO)</a>	Heather Archer, Assistant Vice Provost 642-5626, <a href="mailto:archer@berkeley.edu">archer@berkeley.edu</a>
<b>Accommodation of Disabled Students</b>	<a href="#">Disabled Students' Program (DSP)</a>	Karen Nielson, Director 642-0518, <a href="mailto:knielson@berkeley.edu">knielson@berkeley.edu</a>
<b>Disability Complaint Resolution Requests</b>	<a href="#">Disability Compliance</a>	Derek Coates, Compliance Officer 643-8996
<b>Equity and Inclusion Concerns</b>	<a href="#">Vice Chancellor, Equity &amp; Inclusion</a>	Oscar Dubón, Vice Chancellor 642-7294, <a href="mailto:vcei@berkeley.edu">vcei@berkeley.edu</a>
<b>Faculty Diversity Resources</b>	<a href="#">Office for Faculty Equity &amp; Welfare</a>	Sharon Inkelas, Associate Vice Provost 642-1935, <a href="mailto:inkelas@berkeley.edu">inkelas@berkeley.edu</a>

## Conflict Resolution

Topic	Responsible Unit	Contact Information
<b>For Faculty</b>	<a href="#">Academic Senate</a>	Jocelyn Banaria, Executive Director 642-7213
<b>For Staff / Non-Senate Academics</b>	<a href="#">Staff Ombuds Office</a>	Sara Thacker, Director, 642-7823
<b>For Students / Post Docs</b>	<a href="#">Ombuds Office for Students and Postdoctoral Appointees</a>	Marcia Gee Riley, Director and Ombuds 642-5754