AIME is dedicated to providing guidance, resources, and support for marginalized and vulnerable voices in the Department of English. The ideas below are meant to guide department members to self-advocate and seek appropriate support.

**Document**

Document incidents as soon as they occur. Note the date, time, location, and witnesses. Be sure to provide as much details as possible. This documentation is your source of evidence that you may use if and when you decide to file a complaint or report it to an authority figure.

**Guidance**

Communicate with a trusted colleague, peer, or supervisor. You can also contact AIME for further guidance.  
[https://english.arizona.edu/access-inclusion-marginalization-and-equity-committee](https://english.arizona.edu/access-inclusion-marginalization-and-equity-committee)

**Report**

If you think the incident(s) warrants further investigation, please consider communicating or submitting a report to the following:

- **OIE**: [https://equity.arizona.edu/report-concern](https://equity.arizona.edu/report-concern)
- **Dean of Students**: [https://deanofstudents.arizona.edu](https://deanofstudents.arizona.edu)
- **OR**: [https://deanofstudents.arizona.edu/BEST](https://deanofstudents.arizona.edu/BEST)

If the aggressor is a student, the DoS recommends filling out a CARE or BEST report and following up with OIE.

If the incident is physical, please do not hesitate to call UA Police or 911.