

**Annual Report
Faculty Civility Advocate
August 3, 2016**

During the past year serving as Faculty Civility Advocate, I received a total of eight inquiries – most of which were initiated by email. Of the eight, six resulted in an initial meeting, one was addressed via email correspondence, and one was resolved independently after email correspondence. Of the six complainants with whom I had an initial meeting, one was resolved through steps taken by the complainant and required no further meetings, and two others have not filed formal complaints. A fourth inquiry involved several meetings, with no formal complaint made as of this date. The remaining two inquiries filed formal complaints and required numerous meetings. Of these two, one of the complainants has elected not to move forward at this date. The other formal complaint has been resolved with recommendations to the unit.

Other activities that have been part of my work the past year include: (1) follow-up on a workplace bullying complaint from last year. The complaint was between a faculty member and a faculty member in a staff role. The Provost's Office has decided that workplace bullying between faculty and faculty in staff roles will be resolved through Human Resources; (2) meeting with the new Provost, Joan Gabel; (3) conducting a training workshop on bullying for the Committee on Professional Conduct held in September; (4) attending the Provost's retreat in January; (5) annual meeting with the Committee on Professional Conduct in April; (6) acquisition of a webinar series for Committee on Professional Conduct and faculty members at large with funds provided by Faculty Senate; (7) acquisition of a book and DVD on bullying in academia for training purposes; and (8) responding to another university's inquiry about USC's workplace bullying policy.

I am grateful to be entrusted by the university to fill the role of Faculty Civility Advocate and look forward to serving this coming academic year.

Respectfully submitted,

Janice Boucher Breuer

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and
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