

Process and Timeline for the Annual Freedom of Expression Report

Summary

[Regent Policy 4-21](#), Commitment to Academic Freedom and Freedom of Expression, requires UW System to report annually to the Board of Regents its efforts to uphold the principles in the policy. In 2019, the Office of Compliance & Integrity assumed the responsibility of gathering information from UW Institutions to compile the annual report.

Questions Asked of Institutions

1. Commitment Activities. Describe any activities or efforts undertaken by your institution to uphold the principles expressed in the policy and to fulfill the institution's commitment to academic freedom and freedom of expression. For each activity, please provide:
 - Name of activity
 - Sponsor of the activity
 - Summary of activity
 - Description of the intended audience
 - Estimated number of students or employees affected and impacted (i.e. the number of participants, number of students or employees receiving messages, etc.)
 - Date(s) the activity occurred
 - When possible, provide examples of brochures, handouts, etc. illustrating the nature of each activity
 2. Commitment Activities. What activities and or efforts are you planning for in the next 6-12 months? Please provide 3-4 examples of upcoming events that will help fulfill the institution's commitment to academic freedom and freedom of expression.
 3. Notification to Students. Please provide the following information for each notification sent to students and employees. For each notification, please provide:
 - Date of notification
 - Method of notification (face to face, email, etc.)
 - Estimated number or percentage of students notified
 4. Notification to Employees. Please provide the following information for each notification sent to students and employees. For each notification, please provide:
 - Date of notification
 - Method of notification (face to face, email, etc.). Include subject line and who sent the email.
 - Estimated number or percentage of employees notified
 5. New Student Orientation. Description of the method(s) the institution used to provide information regarding freedom of expression during new student orientation, including date(s) provided and the target audience. If possible, please submit examples of documents or other materials developed to meet this requirement.
 6. Barriers. Describe any barriers to academic freedom and freedom of expression encountered at your institution during the past year as well as any steps taken to remove those barriers.
 7. Complaints. How many formal complaints of violations of academic freedom and freedom of expression concerning did the institution receive?
 - Students
 - Employees
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8. Student Complaints. For each formal complaint about a student, please describe the administrative response to the complaint, including any disciplinary proceedings, and the results of the process.
 - Date reported
 - Describe the alleged violation.
 - Describe the administrative response and outcome.
 - Was this the student’s first, second, or third (or more) violation?
 - Did the disciplinary process result in the student’s suspension or expulsion?

9. Employee Complaints. For each formal complaint about an employee, please describe the administrative response to the complaint, including any disciplinary proceedings, and the results of the process.
 - Date reported
 - Describe the alleged violation.
 - Describe the administrative response and outcome.

10. Optional Comments. Is there any additional information you would like to share regarding your institution’s efforts and commitment to academic freedom and freedom of expression?

Timeline

Action	Date	Notes
Prepare notification memo and supplemental materials	July 2023	Supplemental materials include an attachment containing examples from other UW System institutions and campuses nationwide.
	July 2022	
	June 2021	
	August 2020	
	August 2019	
Send annual notification and request institutions complete the survey	August 2023	Institutions are given 4-6 weeks to compile the information.
	August 2022	
	July 2021	
	September 2020	
	September 2019	
Compile campus information and draft report	October 2023	The report is submitted to the Board Office by mid-October for review at the November (or December) meeting.
	October 2022	
	October 2021	
	November 2020	
	November 2019	
Submit report to the Board of Regents	November 2023	OCI provides a joint presentation with EDI, and OGC at the November (or December) Board of Regents meeting.
	December 2022	
	November 2021	
	December 2020	
	December 2019	