Statement of Purpose
Utica College affirms the principle that its students, faculty, staff, and guests have a right to work, study and enjoy the society of the College community without being subjected to sexual harassment or sexual assault, including rape. The academic community depends on the integrity of its members to maintain an environment in which all may function free of intimidation. Sexual harassment subverts the mission and the work of the College, and will not be tolerated in any form or context at Utica College. All members of the College community have a responsibility to ensure that the College is free from all forms of sexual harassment.

This policy also reflects the College’s commitment to educate, counsel and train all of the members of the College community about the nature of sexual harassment, its impact on individuals and the College community as a whole, and the steps necessary to combat it.

Definition
Sexual harassment constitutes a form of sex discrimination, which is illegal under Title VII of the Civil Rights Act of 1964, Title IX of the Elementary/Secondary Education Act of 1972, and state law. All forms of sexual harassment are prohibited, including the following: an unwelcome sexual advance, request for sexual favors, or other expressive, visual or physical conduct of a sexual or gender-motivated nature, when:

1) submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment or status in a Utica College course, program or activity; or

2) submission to or rejection of such conduct by an individual is used as the basis for employment-related, educational, or other decision affecting an individual, or

3) such conduct has the purpose or effect of unreasonably interfering with an individual’s work, educational performance or status, or

4) such conduct has the purpose or effect of creating an intimidating, hostile, or offensive environment.

Scope
This policy applies in all contexts and relationships at Utica College, whether a faculty/student, faculty/faculty, staff/student, student/student, worker/co-worker or other relationship. While Utica College does not prohibit the development of consensual relationships between persons of unequal power (i.e. faculty/student, supervisor/supervisee, etc.), such relationships are considered ill-advised and discouraged. For further information regarding the College’s stance on consensual relationships, consult the consensual relationship policy statement.

Procedure
Individuals who have been harassed or assaulted have recourse through the formal and informal grievance procedures of the College. Any employee may present a complaint without fear of reprisal. Individuals with a complaint regarding sexual harassment may have initial contact with the individual’s supervisor, department head, division dean, or the Director of Human Resources. Depending on the individuals involved, the Vice President for Academic Affairs, the Vice President for Student Affairs, or the Associate Dean of Students may also be appropriate initial contact people. Supervisors, complainants, etc. may also wish to consult with Academic Support Services Center staff; if counseling support is desired, counselors are available through the Academic Support Services Center or the Employee Assistance Program. All serious and formal complaints must be taken to the Office of Human Resources, and complaints will be investigated in a prompt and confidential manner.
Violations of this policy are prohibited. Any member of the College community who violates this policy will be subject to action on the part of the College, which may range from informal problem resolution processes to formal grievance/disciplinary procedures, up to and including discharge.

**Responsibility**

It is the responsibility of the employee or student to notify any of the persons identified above. Once notified, it is the responsibility of the College to work with the complainant to take appropriate action and notify the complainant of the results of any formal intervention to the degree possible.

**Resources/Questions**

For any questions or additional information, please refer to the following resources:

- Orientation brochure on sexual harassment (in progress)
- Sexual harassment procedural guide (in progress)
- Student Non-Consensual Sexual Activity Policy (in Student Handbook)
- Employee grievance procedures (faculty contract)

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August 14, 2001