



Policies and Procedures

Policy Title:
Harassment Prevention

Policy No.: 4005 **Rev.:** N/A
Effective Date: June 2009
Last Revision: July 2011

Responsible Office: Human Resources
Responsible Official: Vice President for Human Resources, and Title IX Coordinator

Policy Sections	2
4005.1 Harassment Types	2
4005.2 Harassment Reporting and Investigation	2
4005.3 Sexual Harassment Examples	3
4005.4 Sexual Harassment Remedies	3

Scope

This Policy is intended to discourage any type of harassment in our University community and to provide a process to report such conduct so prompt and appropriate corrective action can be taken. Applies to all campus personnel, employment candidates, employees, vendors, and contractors

Policy Statement

The University of New Haven is committed to the philosophy that all community members should enjoy an environment free of any harassment. There is a zero tolerance to harassment or discrimination of any kind based on an individual's sex, race, color, personal appearance, gender, gender identity or expression, religion, national origin, marital status, civil union status, age, disability, status as a special disabled veteran or veteran of the Vietnam era or national or ethnic origin, nor does UNH discriminate on the basis of sexual orientation.

Reason for the Policy

Sexual Harassment is illegal and is prohibited by:

The Connecticut General Statute- Discriminatory Employment Practices Act (Section 4a-60 (a)

(8). And Title VII of the Civil Rights Act of 1964 (42 United States Code Section 2000e et seq.). In addition to the legal requirements the University has a zero tolerance for any type of harassment and philosophy that all should enjoy an environment free of any harassment.

Definitions

Sexual Harassment

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment
 2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual or
 3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.
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Policy Sections

4005.1 Types of Harassment

Harassment in relation to race, skin color, personal appearance, religion, sex, sexual orientation, gender, gender identity or expression, marital status, civil union status, national origin, age or disability(physical or mental).

4005.2 Harassment Reporting and Investigation

1. Employee reports concerns to own supervisor, another supervisor or Human Resources outlining a detailed description of the incident(s) or behavior which employee finds offensive, as well as the name of the harasser and names of potential witnesses. Supervisor's who have knowledge of potential harassment are required to report the information to Human Resources.
2. Human Resources will conduct a thorough investigation into the concerns raised. Hr will interview complainant, potential witnesses and suspected harasser
3. Human Resources will take appropriate action to remediate the situation and notify impacted parties.

4. All parties involved are required to keep the investigation and information shared confidential. Human Resources will only meet with those people specifically involved in the alleged situation.
5. Retaliation of any sort is prohibited by the University and will be dealt with through disciplinary action

If you have questions or concerns or believe that you or others are being sexually harassed or generally harassed please contact Caroline Koziatek, Vice President of Human Resources and Title IX Coordinator on ext 7479 to schedule an appointment or speak to any supervisor.

If you feel you have been discriminated against you also can contact the Connecticut Commission of Human Rights and Opportunities, West Central Regional office #3, Rowland Center, 55 West Main St, Suite 210, Waterbury, CT 06702. Phone 203 805-6530.

4005.3 Sexual Harassment Examples

Include, but not limited to:

Unwelcome sexual advances
Requests for sexual favors
Suggestive or lewd remarks
Unwanted or inappropriate touching of any kind-
Staring or leering at parts of a person's body
Retaliation for complaining about sexual harassment
Derogatory, suggestive or pornographic posters, cartoons, drawings, or screen savers

4005.4 Sexual Harassment Remedies

Include, but not limited to:

Cease and desist orders
Suspension
Termination
Back pay
Compensatory damages
Hiring, promotion or reinstatement
Individual who engage in such acts or harassment may also be subject to civil and criminal penalties.