



BEVILL STATE COMMUNITY COLLEGE

KEY POINTS OF THE BEVILL STATE COMMUNITY COLLEGE HARASSMENT/ SEXUAL HARASSMENT POLICY

The State Board of Education is committed to providing both employment and educational environments free of harassment or discrimination related to an individual's race, color, gender, religion, national origin, age, disability, or any other protected class. Such harassment is a violation of State Board of Education policy. Any practice or behavior that constitutes harassment or discrimination shall not be tolerated on any campus or site, or in any division, or department by any employee, student, agent, or non-employee on any institution's property and while engaged in any institutionally sponsored activities.

It is within this commitment of providing a harassment-free environment and in keeping with the efforts to establish an employment and education environment in which the dignity and worth of members of the community are respected, that harassment of **students and employees** is unacceptable conduct and shall not be tolerated at Bevill State Community College.

A nondiscriminatory environment is essential to the mission of Bevill State. An abusive environment inhibits, if not prevents, the harassed individual from performing responsibilities as a **student or employee** and creates a hostile work /learning environment. It is essential that institutions maintain an environment that affords equal protection against discrimination, including sexual harassment. Bevill State Community College shall take all the necessary steps to ensure that harassment, in any form, does not occur. **Employees and students** who are found in violation of this policy shall be disciplined as deemed appropriate by the investigating authority as to the severity of the offense with final approval from the President.

For these purposes, the term "harassment" includes, but is not necessarily limited to: Slurs, jokes, or other verbal, graphic, or physical conduct relating to an individual's race, color, gender, religion, national origin, age, disability, or any other protected class.

Any contact solicited during non-traditional business hours may be perceived as harassment by recipient unless it is specifically associated with work related duties.

Harassment also includes unwelcome sexual advances, requests for sexual favors, and other verbal, graphic, or physical contact if perceived as such by the recipient. Sexual harassment is a form of sex discrimination which is illegal under Title VII of the Civil Rights Act of 1964 for employees and under Title IX of the Education Amendments of 1972 for students.

Sexual harassment does not refer to occasional compliments; it refers to behavior of a sexual nature which interferes with the work or education of its victims and their co-workers or fellow students. Sexual harassment

may involve the behavior of a person of either sex against a person of the opposite sex or the same sex, and occurs when such behavior constitutes unwelcome sexual advances, unwelcome requests for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature, when perceived by the recipient that:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or educational opportunities;
- Submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting that individual;
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or creates an intimidating, hostile, or offensive work or educational environment;
- Any incident of harassment shall be reported to the grievance officer (s) as promptly as possible after the harassment occurs. (Title IX Coordinator for Students: Dean of Students - Title IX Coordinator for Employees: Director of Personnel Services)

Sexual harassment can be verbal, visual, or physical. It can be overt, as in the suggestions that a person could get a higher grade or a raise by submission to sexual advances. The suggestion or advance need not be direct or explicit; it can be implied from the conduct, circumstances, and relationship of the individuals involved. Sexual harassment can also consist of persistent, unwanted attempts to change a professional or education relationship to a personal one. Sexual harassment is distinguished from consenting or welcome sexual relationships by the introduction of the elements of coercion; threat; unwelcome sexual advances; unwelcome requests for sexual favors; other unwelcome sexually explicit or suggestively written, verbal, or visual material; or unwelcome physical conduct of a sexual nature.

Examples of verbal or physical conduct prohibited within the definition of sexual harassment include, but are not limited to:

- Physical assault;
- Direct or implied threats that submission to or rejection of requests for sexual favors will affect a term, condition, or privilege of employment or a student's academic status;
- Direct propositions of a sexual activity;
- Subtle pressure for sexual activity;
- Repeated conduct intended to cause discomfort or humiliation, or both, that includes one or more of the following: (i) comments of a sexual nature or (ii) sexually explicit statements, questions, jokes, or anecdotes;
- Repeated conduct that would cause discomfort and/or humiliate a reasonable person at whom the conduct was directed, including one or more of the following: (i) touching, patting, pinching, hugging, or

brushing against another's body; (ii) commentary of a sexual nature about an individual's body or clothing; or (iii) remarks about sexual activity or speculations about previous sexual experience.

- Intimidating or demeaning comments to persons of a particular sex, whether sexual or not;
- Displaying objects or pictures which are sexual in nature and that would create a hostile or offensive employment or educational environment and serve no educational purpose related to the subject matter being addressed.

Any employee or student who feels that he or she is a victim of sexual harassment, including, but not limited to any of the conduct listed above, should refer to page 9 of the Beville State Community College Catalog for a full discussion of grievance procedures and resolution of harassment complaints.

This certifies that I have received and read the KEY POINTS OF THE HARASSMENT/SEXUAL HARASSMENT POLICY for Bevill State Community College. I understand that it is my responsibility to adhere to the Federal nondiscrimination laws and regulations and departmental policies and procedures. I understand that I will receive periodic reviews of this policy during my employment with Bevill State Community College, and that a full presentation of this policy is available beginning on Page 9 of the Bevill State Community College Catalog.

Name (please print)

Signature of Employee

Date

(Keep pages 1 through 3 of this document– remove page 4, sign, date and return to the BSCC Office of Personnel)