

Harassment Policy

APHR.2.2.14 Harassment Policy

LOUISIANA DELTA
COMMUNITY COLLEGE

Harassment Policy

- Delta is committed to maintain an environment free from harassment for all employees and students.
 - All members of the College community should be treated with dignity and fairness.
 - All members of the College community will be held accountable for compliance.
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Employer's Obligation

- Ensure that employees and supervisors are aware that harassment is prohibited
 - Provide a venue for complaints for victims and alleged offenders and a means to bring their complaints to the attention of appropriate personnel
 - Take prompt and corrective action when harassment comes to the employer's attention
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Definition

- **Harassment** is a form of misconduct which undermines the integrity of personal, professional, employee and student relationships.
 - Harassment may be any behavior that alters a person's terms or conditions of employment because of a characteristic that is protected by state or federal law.
 - Harassment includes offensive jokes, comments, statements which invoke a person's race, color, religion, age, national origin, genetics, sex, disability, veteran status, or any other protected status.
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Forms of Harassment

Quid Pro Quo – “*something for something*”

- occurs when submission to harassing conduct is made as a condition of educational benefits, employment, or advancement.

Hostile or Offensive Environment

- occurs when harassment is unwelcome, pervasive or so continuous that it creates a hostile or intimidating working environment.
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Harassment Conditions

- **Conditions present for harassment:**
 - Either explicit (clear) or implicit (implied) condition, used as basis for employment or academic evaluation
 - Submission to or tolerance of the conduct
 - Submission to or rejection of the conduct
 - Conduct interferes with work performance
 - Conduct interferes with a students' academic performance
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Inappropriate Conduct/Behavior

❖ Unwelcome:

- ❖ Touching
 - ❖ Flirtation
 - ❖ Jokes
 - ❖ Stories
 - ❖ Frequent or repeated advances or propositions
 - ❖ Requests for sexual favors
 - ❖ Vulgar/foul language
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Inappropriate Conduct/Behavior

- Statements or innuendoes designed to humiliate or embarrass – race, religion, sex, age, disability, etc.
 - Offensive verbal or physical contact of a sexual nature
 - Display of sexually explicit materials or pictures in the workplace
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Filing Complaints

- A student or employee who considers themselves a victim of harassment should first consult an appropriate College official such as:

Employee:

- Immediate supervisor
- Office of Human Resources

Student:

- Student Affairs
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Guidelines

Complaint should be in writing and should include the following information:

- Dates and locations of incident(s) or conduct
- Details of the incident(s) or conduct
- Witnesses to the alleged incident or conduct
- Persons incident was discussed with

See DISCRIMINATION/HARASSMENT COMPLAINT FORM attached to APhR.2.2.14 Harassment Policy.

Investigation

Complaints of harassment will be investigated promptly and in as impartial and confidential as possible. Any employee, member of management or student who is found, after appropriate investigation, to have engaged in harassing conduct is subject to appropriate disciplinary action up to and including termination of employment and/or student standing per the College's policies in place governing students.

Retaliation/False Information

- The College, state and federal laws prohibit retaliation against an individual for reporting any type of discrimination or harassment or for participating in an investigation.
 - Disciplinary action may be taken against the individual complainant or witness who testifies under oath and files knowingly false information.
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