

Complaint Procedures:

Alleged incidents of sexual harassment are appropriately addressed through the SUNY Internal Discrimination Procedure. Should disciplinary action be found necessary, the appropriate procedures in current collective bargaining agreements will be followed. Use of the complaint procedure does not deprive any complainant of the right to pursue the complaint with outside enforcement agencies. In determining whether alleged conduct constitutes sexual harassment, all the information available will be examined, including the nature of the conduct and the context in which the alleged incidents occurred.

The use of these procedures is strongly encouraged for any persons who believe that s/he has been a victim of sexual harassment. The deadline for filing a complaint is, for most situations, within 90 calendar days following the alleged discriminatory act. Employees who wish to discuss the complaint procedure in more detail may contact Edna Chun, Assistant Vice President for Human Resources and Chief Affirmative Action Officer, Erwin 219, 585-245-5616.



Geneseo

Sexual Harassment **An Introduction for Employees**

at State University of New York College at Geneseo



Policy on Sexual Harassment:

The purpose of this policy statement is to make clear to the campus community of the State University of New York College at Geneseo that harassment on the basis of sex is a violation of the law (Sec. 703 of Title VII of the Civil Rights Act as amended, Title IX Education Amendments of 1972, and the New York State Human Rights Law) and will not be tolerated. The College will not condone actions and words, which a reasonable person would regard as sexually harassing. It is the responsibility of every administrator, supervisor and faculty member to create and maintain an environment that is free of discrimination and allows full access and opportunity for participation to all members of the College community.

What is Sexual Harassment?

Sexual harassment is any unwanted verbal or physical sexual advance, sexually explicit derogatory statements, or sexually discriminatory remarks made by someone in the workplace or classroom, which:

- Are offensive or objectionable to the recipient, or
- Cause the recipient discomfort or humiliation, or
- Interfere with the recipient's job or academic performance.

Things to Think About...

Sometimes people who are being harassed feel that if they ignore the problem it will go away. The truth is, the situation could continue or get worse.

Sexual harassment can substantially interfere with a student's education and an employee's livelihood. Help us provide an environment free from sexual harassment by confronting and reporting it when it occurs.

Procedures to be Followed in the Event of Sexual Harassment:

I. Report of Incidents

Alleged incidents of sexual harassment are appropriately addressed through the SUNY Internal Discrimination Complaint Procedure. (Forms are available from the Human Resources Affirmative Action Office in Human Resources or on the Human Resources website at <http://hr.geneseo.edu>.)

II. Disciplinary Action

Should disciplinary action be found necessary, the appropriate procedures in current collective bargaining agreements or campus judiciary regulations will be followed.

III. Pursual of Complaint with Outside Agencies

Use of the complaint procedure does not deprive any complainant of the right to pursue the complaint with outside enforcement agencies.

IV. Deadline for Filing a Complaint

The deadline for filing a complaint is 90 calendar days following the alleged discriminatory act. Employees who wish to discuss the grievance procedure in more detail may contact the Affirmative Action Officer in Human Resources.