

RETALIATION

Skidmore College prohibits any and all retaliation against any person who submits a report of harassment or discrimination or who cooperates in any investigation arising from such a report. Any individual who retaliates against a person bringing a complaint or those involved in the investigation will be disciplined, up to and including separation from the College.

Skidmore College has a long history of successfully resolving complaints and cases of harassment. Student and employees are strongly encouraged to use the internal process and policy.



* Gender identity and expression, while protected under Skidmore College policy, are not currently protected under federal, state, or local laws.

HELP IS AVAILABLE

On-Campus Resources

Assistant Director (518) 580-5819
for Equal Employment Opportunity
and Workforce Diversity (ADEWD)
Barrett Center

Associate VP (518) 580-5809
Finance & Administration,
and Director of Human Resources
Barrett Center

Dean of Student Affairs (518) 580-5760
Case Center, Third Floor

Associate Dean of the Faculty (518) 580-5705

Counseling Services

College Counseling Center (518) 580-5555
College Health Services (518) 580-5550

Employee Assistance Program (518) 793-9768
(800) 734-6072

College Chaplain (518) 580-8340

Off-Campus Resources

NYS Division of Human Rights

Equal Employment Opportunity
Commission (EEOC)

For complete policy and procedures go to:
cms.skidmore.edu/hr/eo_diversity/
or contact Human Resources at (518) 580- 5800



Anti-Harassment Overview of Policy and Procedures



STATEMENT

Skidmore College is committed to having a positive learning and working environment. Skidmore prohibits and will not tolerate harassment of its students and employees by students, employees or third parties based on race, color, religion, gender, age, national or ethnic origin, genetic information, genetic predisposition and carrier status, physical or mental disability, veteran status, marital status, sexual orientation, gender identity or expression*, domestic violence victim status or any other characteristic protected by applicable federal, state, or local laws.

These policies apply to all persons affiliated with Skidmore including all employees, students and vendors.

Retaliation against anyone who makes a claim of harassment is a violation of Skidmore College's anti-harassment policy.

DEFINITION

Sexual harassment is any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment or education (quid pro quo harassment)
- submission to or rejection of such conduct is used as a basis for employment or academic decisions affecting that individual (quid pro quo harassment)
- the conduct has the purpose or effect of unreasonably interfering with an employee's professional or educational performance, productivity, physical security, services or benefits or of creating an intimidating, hostile, or offensive working environment

Implicit in the legal definition of sexual harassment is the assumption that such harassment, particularly by a person in a supervisory position, prevents the realization of the victim's full potential as a student or employee. Sexual harassment is unethical and unprofessional as well as illegal behavior.

Examples of unacceptable behavior that may constitute sexual harassment include:

Verbal (things you say)

- profanity and other vulgar language
- sexual jokes
- sexual comments
- threats
- repeated requests for a date after being refused or rejected

Non-verbal (things you do)

- staring ("undressing with your eyes")
- whistling
- displaying sexually oriented images in the workforce

Physical actions

- touching
- bumping
- grabbing

Harassment is verbal, visual, or physical conduct that isolates, denigrates, or shows hostility or aversion toward an individual or group of individuals based on that person's protected category.

Harassment often takes place where there is a power differential between the persons involved. It also may occur between persons of the same status. Harassment can occur between members of the same gender as well as between members of different genders. Harassment may be combined with comments about an individual's race, color, religion, gender, age, national

or ethnic origin, genetic information, genetic predisposition and carrier status, physical or mental disability, veteran status, marital status, sexual orientation, gender identity or expression*, domestic violence victim status or any other characteristic protected by applicable federal, state, or local laws.

WHEN TO REPORT

If you feel you have been harassed or subjected to an intimidating, demeaning, or hostile educational or work environment, you can put the harasser on notice, however it is not a requirement. You have the right, and are encouraged to contact any of the resources listed on the back of this pamphlet.

Any faculty member, staff member, or student who believes he or she has been the subject of harassment should contact one of the following:

- Department Chair
- Director
- Supervisor
- Student Advocate
- Dean of Students
- Residential Life Office
- Associate Dean of the Faculty
- Human Resources
- Assistant Director for Equal Employment Opportunity and Workforce Diversity (ADEWD)

After a thorough inquiry is conducted, Skidmore College will notify parties of the outcome. Any individual who is found to have violated the College's anti-harassment policy will be subject to disciplinary action. The disciplinary action will depend on the severity of the offense. Skidmore will also take steps necessary to prevent recurrence of any harassment and to correct its discriminatory effects on the complainant and others, if appropriate.