

FACULTY HANDBOOK UPDATES

Re Unlawful Sexual Misconduct Policy and Procedures and Bias, Harassment and Discrimination Policies and Procedures

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2.6 Working Conditions

2.6.1 Policy on Harassment

This section provides recourse when anyone within the campus community of faculty, staff, students, and guests suffers unlawful harassment.

Westmont College is committed to providing a learning and work environment free of unlawful harassment. In keeping with this commitment, the College prohibits and will not tolerate unlawful harassment because of sex (which includes sexual harassment¹, gender harassment and harassment due to pregnancy, childbirth or related medical condition) and harassment because of race, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation or any other basis protected by federal, state, or local law, ordinance or regulation. All such harassment is unlawful.

Prohibited unlawful harassment includes, but is not limited to, the following behavior:

- a) Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments;
- b) Visual conduct such as derogatory and/or sexually-oriented posters, photography, cartoons, drawings or gestures;
- c) Physical conduct such as sexually-oriented gestures, assault, unwanted touching, blocking normal movement, or interfering with work because of sex, race or any other protected basis;
- d) Threats and demands to submit to sexual requests as a condition of continued employment or academic advancement, or to avoid some other loss, and offers of employment benefits in return for sexual favors; and
- e) Retaliation for having reported or threatened to report harassment.

It is Westmont College's policy to prohibit unlawful harassment within the campus community of faculty, staff, students and guests by any person and in any form, and to apply the procedures outlined in Unlawful Sexual Misconduct Policies and Procedures in responding to any complaints of harassment. (The procedures outlined there shall preempt any other procedures set forth in various handbooks that may be deemed inconsistent with the policy.) Westmont is committed to investigate promptly any complaints of harassment. Where unlawful harassment is found to have occurred, the College will take appropriate disciplinary action reasonably calculated to end the harassment, up to and including termination of employment or expulsion from the College.

A complaint of harassment may be reported to any of the report recipients indicated in the college's Unlawful Sexual Misconduct Policies & Procedures.

¹Both men and women are protected from sexual harassment, whether that harassment is perpetrated by a member of the same or opposite sex. Sexual harassment may be committed by a male or a female toward either a male or a female.

There are three kinds of sexual harassment:

- Unwelcome sexual conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the institution's education program, activity, educational or working environment (hostile environment)
- Sexual assault, dating violence, domestic violence, or stalking (Clery Act/VAWA offenses)⁴
- Employee conditions aid, benefit, or service of the institution on an individual's participation in unwelcome sexual conduct (quid pro quo)

A report recipient will notify the College's Title IX Coordinator whenever a report of harassment has been received. The Title IX Coordinator shall ensure that the complainant promptly receives a copy of the Unlawful Sexual Misconduct Policies and Procedures and is clearly informed of his or her rights to assistance.

The Title IX Coordinator² will ensure that:

- a) A report of harassment is promptly, fully and effectively investigated;
- b) Whatever action is deemed necessary to end the unlawful harassment will be taken; and;
- c) The determination and imposition of any sanctions is handled in accordance with the Unlawful Sexual Misconduct Policies and Procedures.

Confidentiality for both the complainant and the respondent shall be encouraged and maintained as appropriate and to the extent allowed under the circumstances and by law.

The Title IX Coordinator will keep the complainant and respondent informed about the process of investigating and responding to the complaint. The College will not tolerate any reprisal or retaliation against someone who has submitted (or indicated an intent to submit) a complaint in good faith.

Westmont encourages all members of the community to report any incidents of unlawful harassment immediately so that complaints can be resolved quickly. In addition, any member of the community who believes that he or she has been harassed or retaliated against for resisting or complaining about harassment, may file a complaint with appropriate government agencies. The nearest offices are listed online. The U.S. Department of Education's Office of Civil Rights, the Federal Equal Employment Opportunity Commission and the California Department of Fair Employment and Housing investigate and prosecute complaints of prohibited harassment; currently, the statute of limitations for filing a claim with these agencies is 180 days, 300 days, and one year, respectively.

²If the accused is the Title IX Coordinator, the Provost, or the Vice President of Student Life, then the President will be notified and help determine the appropriate investigation strategy. If the accused is the President or a member of the Board of Trustees, then the Chair of the Board will be notified and help determine the appropriate investigation strategy.