

Central Michigan University expressly prohibits faculty, staff or students from engaging in sexual harassment. This brochure will help you identify sexual harassment, assist with what to do if you are sexually harassed and understand how to empower victims who may be too afraid, confused or vulnerable to take action.

Central Michigan University is committed to maintaining an environment free of all forms of discrimination and respectful of the dignity of all its members. The University provides:

- Services, information, announcements, and literature through posters, brochures, and the media as well as educational programs to help identify and prevent sexual harassment.
- New student orientation which addresses sexual harassment, date rape, stalking and dating violence, are provided by the Affirmative Action Office, Residence Life, University Police and other offices.
- Counseling for victims of sexual harassment
- Formal grievance procedures and sanctions to punish sexual harassment violators.
- Comprehensive law enforcement services, including on-campus emergency telephones.

Unwanted Sexual Attention

Sexual harassment is unwanted sexual attention or communication of any kind. Sexual harassment violates federal and state law and Central Michigan University policy.

The 1972 amendment to the 1964 Civil Rights Act (Title VII) and Title IX of the Educational Amendments of 1972 prohibit sexual discrimination, including sexual harassment of students and all employees in academic institutions. You may not be denied participation in or benefits of any publicly funded educational program or activity based on your sex.

Sexual harassment is defined by the Equal Employment Opportunity Commission Guidelines as follows:

"...unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- a. Submission to such conduct is made a term or condition either explicitly or implicitly to obtain employment, public accommodation or public services, education, or housing.
- b. Submission to or rejection of such conduct by an individual is used as a factor in decisions affecting such individual's employment, public accommodation or public services, education or housing.
- c. Such conduct has the purpose or effect of substantially interfering with an individual's employment, public accommodation or public services, education, or housing, or creating an intimidating, hostile, or offensive employment, public accommodation, or housing environment."

Quid Pro Quo

Sexual harassment sometimes is described as "quid pro quo," which means "an equal exchange" or "this for that." An example of quid pro quo sexual harassment would be demands for sexual favors in exchange for a promotion, a raise or a good grade.

Hostile Environment

A hostile environment is present when verbal or non-verbal behavior in the workplace or educational setting focuses on the sexuality of another person or occurs because of the person's gender, is unwanted or unwelcome, and is severe or pervasive enough to adversely affect the person's work or learning environment.

Examples may include:

- Off-color jokes or teasing.
- Comments about body parts or sex life.
- Suggestive pictures, posters, calendars or cartoons.
- Leers, stares or gestures.
- Repeated requests for dates.
- Excessive attention in the form of calls, letters, or gifts.
- Touching, brushes, pats, shoulder rubs or pinches.

Forms of Sexual Harassment

Sexual harassment frequently occurs between people of unequal power or authority. In these cases, a person may abuse power to intimidate, coerce or humiliate someone.

Sexual harassment also occurs between student peers, workers of equal rank and members of the same sex. Although the majority of victims are women harassed by men, the following cases of sexual harassment have been reported:

- Men sexually harassed by women.
- Women sexually harassed by women.
- Men sexually harassed by men.

Victims range from young to old, from executives to unskilled workers, and from married to single. No one knows why a certain person is singled out for sexual harassment while others are not.

Sexual harassment takes many forms, ranging from sexual remarks or behaviors which are insulting, degrading to sexual bribery, coercion, assault or rape. In the workplace or educational environment, sexual harassment may include:

- Unwanted touching, brushing, shoulder rubs, hugging, pinching, kissing, or other physical contact.
- Sexually oriented jokes, notes, pictures, calendars, or cartoons, which are shared or circulated.
- Unwanted sexual e-mail messages.
- Sexual references and depictions used by a professor in lectures not dealing with sexual topics, jokes about sex, or comments on the looks, figures or clothing of students.

Examples of Sexual Harassment

- Joanne had a "nontraditional" job in the skilled trades. The men on the job whistle and hiss when she walked by and yelled out what they'd like to do to her when she's alone. They stared at her body and touched her when no one was looking. Pornographic pictures or obscene notes were attached to her workbench. Her supervisor said if she couldn't "take a little fun" she should get out.
- An instructor in geology used sex-stereotyped references and depictions in lectures and made jokes about sex. The better looking a woman was, he suggested, the more help she would get. He

often commented on the clothes and figures of the women students. He continued this even after Becky and George asked him to stop.

- An assistant professor due shortly for tenure review felt that he had to accept the affections of the department chair.
- A male student followed a female instructor home on the bus and repeatedly sent her cards and "love" notes.
- A department receptionist found that several male employees in her department touched her as they walked by, offered to give her back rubs, or looked her up and down whenever they talked to her.
- Students in a graduate seminar knew that the professor was in a sexual relationship with a classmate. The professor's special attentions to the student during the seminar created an offensive learning environment for the other students.
- A male student was uncomfortable about the way the male teaching assistant (TA) in his composition class touched him. When the student had to meet with the TA to discuss his work, the TA told him the only time he could meet was at his apartment in the evening.
- A group of men met regularly on campus to watch the women go by. As each woman passed, they made loud comments on her "style" and rated her sexual attributes on a scale from one to five. Jane was subjected to this on a repeated basis.

What to do About Sexual Harassment

If you feel you are experiencing sexual harassment, it is important to talk to someone about it. Ignoring sexual harassment is the least effective method of stopping the behavior. Follow these basic guidelines if you are being sexually harassed:

Talk to the harasser. Say "no" clearly and emphatically. Silence can appear to give consent.

Consider your behavior. Smiling at offensive comments or gestures can lead a harasser to think you enjoy them.

What to do about Sexual Harassment (continued)

Put your objections in writing. After stating that you want the behavior to stop, write the harasser a letter and keep a copy. In the letter, tell the person clearly and calmly that you find his/her behavior offensive and you want it to stop. Also consider sending a copy to the Affirmative Action Office or your attorney. This is a very effective way to let the harasser know a third party is aware of the situation.

Keep a detailed record of each incident. Record the time, place, exactly what was said and specific information about any unwanted physical contact.

Don't keep it to yourself. Start by talking to a friend, peer, family member or co-worker if you're not ready to report the behavior officially. Try to get a clear perspective on anything inappropriate that occurred. Don't worry about the harasser's ego. Be concerned about your self-respect and safety.

If harassment persists, take action. Follow up in one of these ways: File a complaint in the Affirmative Action Office. If the harasser is a student, file a complaint with the Office of Student Life. If you are a student who is being harassed by a faculty member, talk to your advisor or the Department Chair. If you are an employee, talk with your supervisor. Talk with persons listed in the

Where to Call for Help and the Other Resources sections of this brochure. Sexual harassment can result in a variety of disciplinary sanctions, up to and including dismissal of students and discharge of employees.

Stalking

Stalking is defined as: "... a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested, and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested." **Michigan Penal Code MCLA 750.411h**

In this definition, "**course of conduct**" refers to a pattern of behavior made up of a series of two or more separate and noncontinuous acts that show a continuity of purpose.

"Harassment" is defined as "conduct directed toward a victim that includes, but is not limited to, repeated or continuing unconsented contact" that causes the victim emotional distress. Unconsented contact includes:

- following or appearing within the sight of that individual.

- approaching or confronting another individual in a public or on private property.
- entering onto or remaining on that individual's property
- contacting that individual by telephone, mail or electronic communication.
- Placing an object on or delivering an object to that individual's property

Retaliation

Retaliation is against the law and against Central Michigan University policy. Examples of this might be disciplining an employee because he/she provided information during an investigation, or giving a lesser grade to a student because he/she complained about sexual harassment to the Affirmative Action Officer, Department Chair or Dean. Employees and students can be disciplined for retaliating against a person who files a complaint or helps with an investigation.

Where to Call For Help

The Liaison Program

Faculty and staff in a number of offices on campus can assist you with sexual harassment or sexual assault concerns. Please check the sexual harassment liaisons website, http://www.cmich.edu/aaeo/sexual_harassment/liasons.htm for more information.

Sexual Assault Peer Advocates (SAPA)

SAPA provides a peer-to-peer service where college students provide advocacy and support to victims of sexual assault, stalking, and related crimes. Call (989) 774-2255.

Resources On Campus

- Affirmative Action Office, (989) 774-3253
- Dean of Students Office, (989) 774-3346
- Office of Student Life, (989) 774-3016
- Faculty Personnel Services, (989) 774-3368
- Ombuds Officer, (989) 774-3010
- Central Michigan University Police, (989) 774-3081

- Sexual Assault Services Office, (989) 774-6677
- Counseling Center, (989) 774-3381

Resources Off Campus

Women's Aid Service (In Mt. Pleasant) (989) 772-9168

Listening Ear (989) 772-2918

Mount Pleasant Area Diversity Group (MPADG)

President, MPADG

P.O. Box 1293

Mt. Pleasant, MI 48804-1293

Website: <http://www.ehhs.cmich.edu/~smsmith/>

Contact: Jim Moreno (989) 773-5797

For More Information

To obtain more information about sexual harassment issues, or to schedule a seminar, or to file a sexual harassment concern or complaint contact:

Affirmative Action Office
Central Michigan University
Powers Hall 104
Mount Pleasant, MI 48859
Telephone: (989) 774-3253

Central Michigan University's complete policy on sexual harassment and the complaint procedures are located within the Central Michigan University Equal Opportunity and Affirmative Action Protocol which is available on the web at: <http://www.cmich.edu/aaeo/equal-op-aa-protocol.htm>

Central Michigan University, an AA/EO institution, strongly and actively strives to increase diversity and provide equal opportunity within its community. (See <http://www.cmich.edu/aaeo/>).

See our Brochure on "Protocol" for a summary of complaint procedures.

Revised May, 2004



What is Sexual Harassment?

Resources to help you identify and protect yourself from sexual harassment

