



Creating a Respectful & Inclusive

Campus Community



We don't see things as they are,
we see them as *we* are

Navigating the Continuum



Where is the line?

Inappropriate Workplace Behavior:

Examples:

- Yelling at co-workers
- Cursing
- Using inappropriate or risky humor
- Gossiping or spreading rumors
- Showing obvious favoritism toward one employee
- Ignoring inappropriate behavior.
- Visual conduct: leering; making sexual gestures; displaying sexually suggestive objects, pictures, cartoons, or posters.
- Verbal conduct: making or using derogatory comments, epithets, slurs and/or jokes

Inappropriate Workplace Behavior:

Santa Clara University does not tolerate any employee, supervisor, director, student, vendor, or agent of the University to engage in inappropriate behavior with any employee, student, applicant, or contractor. Some consequences of this type of behavior are:

- Creates an unsafe learning environment and campus community
- Disrupts work relationships
- Lowers productivity
- Lowers morale
- Could put you or SCU at legal risk

Workplace Bullying:

repeated, health-impairing mistreatment that takes the form of:

1: verbal abuse, or

2: conduct that is threatening, intimidating, humiliating, or

3: work interference, sabotage which undermines legitimate business interests, or some combination of these categories of misconduct.

- Bully defined by Joel Neuman (2007), as “all those repeated actions and practices that are directed to one or more workers, which are unwanted by the victim, which may be done deliberately or unconsciously, cause humiliation, offense, and distress, and that may interfere with job performance and/or cause an unpleasant work environment.”

The effects on the individual:

Physiological	Psychological	Behavioral
<ul style="list-style-type: none">• Headaches/ Migraine• Sweating/ Shaking• Feeling/ being sick• Irritable bowel• Raise blood pressure• Inability to sleep• Loss of appetite	<ul style="list-style-type: none">• Anxiety• Panic Attacks• Depression• Feeling of dread• Tearfulness	<ul style="list-style-type: none">• Becoming irritable• Becoming withdrawn• Becoming aggressive• Increased aggression• Increased consumption of tobacco/ alcohol, etc.• Obsessive dwelling on the bully and seeking justice and revenge.

Harassment:

defined as unwelcome and unauthorized incidents and/or patterns of conduct and/or speech that are severe, persistent or pervasive when such conduct or action is based on a person's or persons':

Protected Categories include:

- Race
- Ethnicity
- Nationality
- Religion
- Age
- Gender
- Gender Expression
- Gender Identity
- Sexual Orientation
- Marital Status
- Registered Domestic Partnership Status
- Veteran or Military Status
- Physical or Mental Disability (including perceived disability)
- Medical Condition (including cancer related or genetic characteristics)
- Pregnancy (including childbirth, breastfeeding, and related medical conditions)
- Any other basis prohibited under applicable federal, state, or local laws

Sexual Harassment:

The Department of Education's Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and the State of California regard Sexual Harassment as an unlawful discriminatory practice. Acts of sexual harassment may be committed by any person upon any other person, regardless of the sex, sexual orientation, and/or gender identity of those involved. The University has adopted the following definition of Sexual Harassment in order to address the special environment of an academic community.

Sexual Harassment, as an umbrella category, includes the offenses of sexual harassment, sexual assault, domestic violence, dating violence, and stalking, and is defined as:

Conduct on the basis of sex/gender that is sexual and satisfies one or more of the following:

Sexual Harassment:

Quid Pro Quo: an employee of the University conditions (either implicitly or explicitly) the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct.

Hostile Environment Sexual Harassment: The University will act to remedy all forms of harassment when reported, whether or not the harassment rises to the level of creating a "hostile environment." A hostile environment is one that unreasonably interferes with, limits, or effectively denies an individual's educational or employment access, benefits, or opportunities. This discriminatory effect results from harassing verbal, written, graphic, or physical conduct that is severe or pervasive and objectively offensive.

FIVE

BEHAVIORS that foster
Respect & Inclusion

1.

Staying open when someone is giving you feedback about yourself that you disagree with .

2.

Maintain a focus on understanding the impact of the actions that were viewed as offensive.

3.

Use “I” statements to communicate your thoughts and emotions when you feel disrespected.

4.

Practice curiosity and a learner's mindset.

5.

Don't remain silent- let someone know.

Case Study

Lucy is a student in Professor Carr's class. Throughout the semester, Lucy has had several meetings during office hours. During these office hour sessions, their conversations have become informal. Professor Carr offers Lucy extra credit if she could pick up groceries and drop them off at the Professor's house.

Lucy drops off the groceries at Professor Carr's house the next day... she notices the Professor and their partner seem a little too intoxicated. Professor Carr tries to pressure Lucy to stay for dinner, "you would make a great third addition to our evening!" This makes Lucy very uncomfortable. She says "no thanks" and leaves immediately. As she is driving home, she pulls over because she notices her hands are trembling. Lucy is nervous about going back to Professor Carr's class and skips the next 3 classes...

Case Study

Professor Z, the Chair of the Biology department walks into a laboratory looking for Professor L, the most recent faculty hire in the Biology department . Professor Z has been helping Professor L understand and navigate their department's and the university's cultures.

Professor Z walks into the lab, sees Professor L sitting down grading papers in the empty laboratory and says to her, “Don’t you have an office?”

He then walks closer to her and says, "That’s a nice blouse!" Then he leans in and hovers over Professor L – "I’ve been really impressed by the young, attractive, fit women we're bringing into the department. I’m really looking forward to our future dinners and drinks that always happen on the road to getting to tenure." As this unfolds, Professor L becomes visibly uncomfortable. He walks out of the lab...

Professor L is left alone, feeling shocked and disgusted by this interaction. She is now even more intimidated by the tenure process and wonders if having dinners and drinks are truly a part of the unofficial path to obtaining tenure.

Harassment or not:

Li Wang's co-worker Paul, who is a manager in a different department, has recently been through a divorce. He drops comments on a few occasions that he is lonely and needs to find a new girlfriend. Paul's been in the department for over 15 years and has informally mentored Li. They've had several conversations over lunch in local restaurants about Li's career goals.

Paul asks Li to go on a date with him – dinner and a movie. Li has enjoyed their conversations and agrees to go out with him. While she enjoyed the date, she let Paul know that she's only interested in maintaining their professional relationship.

Paul waits two weeks and then starts pressuring Li for more dates. She refuses but Paul does not stop. He keeps asking her to go out with him.

Q1: When Paul first asked Li for a date, was this sexual harassment?

False: Paul's initial comments about looking for a girlfriend and asking Li, a coworker, for a date are not sexual harassment. Even if Li had turned him down for the first date.

Harassment or not:

Q2: Li cannot complain of sexual harassment because she went on a date with Paul.

False: Being friendly, going on a date, or even having a prior relationship with a coworker does not mean that a coworker has a right to behave the way Paul did toward Li. She has to continue working with Paul, and he must respect her wishes and not engage in behavior that has now become inappropriate for the workplace.

Office of Equal Opportunity and Title IX

Report to the Office of Equal Opportunity and Title IX or your supervisor. Supervisors must report to Equal Opportunity/Title IX Director.

How to Get in Touch

Inquiries regarding the University's equal opportunity and nondiscrimination policies may be directed to the Director of the Office of Equal Opportunity and Title IX, who serves as the University's designated Title IX Coordinator, ADA/504 Coordinator, and Affirmative Action Officer.

- Mailing Address: Office of Equal Opportunity and Title IX, 500 El Camino Real, Santa Clara, CA 95053
- Office Location: Loyola Hall (North), Suite 140, 425 El Camino Real, Santa Clara, CA 95053
- Direct Line: (408) 551-3521
- General Office Line: (408) 551-3043
- Email: titleixadmin@scu.edu
- Website: www.scu.edu/title-ix

Harassment:

Discriminatory **harassment** constitutes a form of discrimination that is prohibited by University policy and is defined as unwelcome conduct by any member or group of the community on the basis of actual or perceived membership in a class protected by University policy or law.

SCU does not tolerate discriminatory harassment of any employee, student, visitor, or guest.



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