

## PERSONNEL, NEBRASKA STATE COLLEGES

**POLICY: 5007 Anti-Harassment Policy**

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### **BOARD POLICY**

It is the policy of the Nebraska State College Board of Trustees to provide a workplace free of tensions involving matters which do not relate to the System's business. In particular, an atmosphere of tension created by unlawful non-work-related conduct, including ethnic, racial, sexual, age, disability, or religious remarks, animosity, unwelcome sexual advances, or requests for sexual favors and such other conduct does not belong in the State College workplace or learning environment.

Unlawful harassment of students, employees, job applicants, or any visitors to a campus by other employees or students is prohibited. Unlawful harassment includes, without limitation, verbal harassment (derogatory comments and/or slurs, negative stereotyping, intimidating behavior), physical harassment (assault or physical interference), visual harassment (posters, cartoons, drawings, or improper written or graphic material), and innuendo.

Sexual harassment is a violation of state and federal law. It includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, and other verbal or physical conduct, or visual forms of harassment of a sexual nature when submission to that conduct is either explicitly or implicitly made a term or condition of employment or is used as a basis for employment decision. Further, other forms of unlawful harassment include actions that have the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

The purpose of this policy is to establish clearly and unequivocally that the Nebraska State College System prohibits unlawful harassment in any form by and of its employees and students and requires the Colleges and System Office to set forth explicit criteria and procedures by which allegations of such harassment may be filed, investigated, and adjudicated. Such criteria and procedures are to be consistent with federal regulations pertaining to employees and students as well as the principles stated in this policy.

Such campus procedures shall provide that if any employee or student has reason to believe that they or another employee or student has been unlawfully harassed, that person should report the violation to a supervisor or any administrative employee. If the reporting person feels that the supervisor does not give satisfactory results or if the supervisor is considered to be part of the problem, any other administrative employee should be contacted.

Any complaints reported will be kept confidential to the extent possible and the reporting person shall be assured that no negative consequences will be suffered as a result of bringing concerns to management attention in good faith. All complaints are to be promptly and thoroughly investigated. If the investigation reveals that unlawful harassment at work or on campus has taken place, disciplinary action is to be immediately taken against the appropriate person or persons.

In addition to having an explicit policy prohibiting unlawful harassment of any type and clearly and regularly communicating this policy to employees and students, the colleges should train and sensitize their employees and students on the issues of unlawful harassment, sexual abuse, and child molestation as well as their rights and the procedure to use to raise these issues. The Colleges should also develop and implement an effective complaint procedure by which employees and students can make their complaints known.

Policy Adopted: 10/26/84  
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