

NON-DISCRIMINATION AND NON-HARASSMENT POLICIES

Non-Discrimination Policy

Northeastern Seminary complies with all applicable non-discrimination and non-harassment laws. There shall be no discrimination against any student on any basis. This non-discrimination and non-harassment policy applies to all educational policies and programs.

Non-Harassment Policy

It is the Seminary's policy that all employees and students should be able to enjoy and work in an educational environment free from harassment of any nature. Therefore, harassment based on race, ethnicity, gender, age, or any basis prohibited by applicable laws violates this policy. Harassment is defined as verbal or physical conduct that denigrates or shows hostility or aversion toward an individual and that has the purpose or effect of creating an intimidating, hostile, or offensive employment or educational environment, or has the purpose or effect of unreasonably interfering with an individual's employment or academic performance.

Further, it is the policy of Northeastern Seminary to comply with Title IX of the Education Amendments of 1972 and has adopted the guidelines outlined in the "Dear Colleague Letter" of 2011 addressing the issues surrounding Sexual Harassment and Sexual Violence on college campuses.

Definitions and Examples of Discrimination and/or Harassment

Discrimination/Harassment

An intentional or unintentional act which adversely affects employment or academic opportunities because of race, color, age, sex, handicap, marital status, national origin, or any basis prohibited by applicable laws. Examples include verbal, non-verbal, written, and/or physical conduct which threatens, intimidates, or coerces another person. This includes taunting, degrading, threatening, or otherwise offensive or hostile remarks or behavior; including slurs, jokes, offensive stereotypes, or any kind of behavior which, in the individual's opinion, impairs her or his ability to perform her or his responsibilities.

Sexual Harassment

Sexual harassment is a specific form of sex discrimination under Title VII of the Civil Rights Act. Sexual harassment occurs when any of the following occur: unwelcome sexual advances, requests for sexual favors, and/or other physical or verbal conduct perceived to be of a sexual nature.

Sexual harassment does not refer to behavior or occasional compliments of a socially acceptable nature. An employee's conduct will be considered inappropriate and in violation of this policy when the employee knew or should have known it was unwelcome to the person subjected to it. Sexual harassment may take different forms as noted below.

Examples of Sexual Harassment

- Verbal/Written: sexually suggestive comments, jokes of a sexual nature, sexual propositions, slurs, threats
- Non-verbal: sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting sounds, leering, whistling, obscene gestures
- Physical: unwanted physical contact, including touching, pinching, brushing the body, non-consensual sexual intercourse, or sexual assault

Appointment of Sexual Harassment and Racial Harassment Officers

The Seminary appoints a sexual/racial and ethnic harassment officer who will be directly accessible to members of the faculty, staff, and student body. These individual's name can be accessed by calling the office of human resources at 585-594-6260. The harassment officer will work closely with the vice president for administration or director of employee relations on all harassment inquiries and investigations. He/she will investigate allegations of harassment and together with the vice president for administration or director of employee relations determine if harassment occurred or if the accusation was made in bad faith. The harassment officer will also assist the office of human resources in the development of communications regarding harassment and educational efforts to prevent harassment.

Reporting Incidents of Harassment and/or Discrimination

Students who believe they are being subjected to harassment or discrimination should report the matter confidentially to the sexual/racial and ethnic harassment officer, associate vice president for student development, vice president for administration, or any member of the faculty or staff with whom they feel comfortable discussing the matter. If reported to a faculty or staff member, that member of the faculty or staff must report the harassment complaint to the harassment officer or the vice president for administration.

Investigating Harassment and Discrimination Allegations

Every harassment complaint will be quickly and thoroughly investigated. Effort will be made to keep complaints as confidential as possible; however, in order to conduct an investigation, some disclosure of information is necessary. At the conclusion of the investigation, the complainant and the accused will be notified in writing of the results.