



University of New Haven

Human Resources Policy / Procedure

Policy / Procedure Title	Applicability	Scope	Revision/Issue Date(s)	Responsible Party	Pages
Harassment Prevention & Sexual Harassment Prevention Policy & Procedure	All Employees	Provides employees with University and State policy provisions and expectations regarding prohibited behavior in the workplace.	7/1/22	Associate Vice President, Human Resources & Organizational Development	2

The University of New Haven (the “University”) strictly prohibits all forms of workplace harassment. This includes sexual harassment as well as harassment because of race, color, disability, religion, gender, gender identity or expression, ethnicity/national origin, ancestry, age, sexual orientation, marital status, veteran status, or any other basis protected by federal or state law. Any such harassment may violate the law and will not be tolerated. This Policy applies to all employees, candidates for employment, students, vendors, and contractors. Failure to comply with this policy may result in disciplinary action, which can include immediate termination even for a first time offense.

Sexual harassment is illegal and is prohibited by Connecticut’s Fair Employment Practices Act (§46a-60(a)(8)) and Title VII of the Civil Rights Act of 1964 (42 United States Code §2000e et seq.). The University is committed to the philosophy that all community members should enjoy an environment free of sexual harassment. It is the policy of the University to prevent and eliminate sexual harassment. Sexual harassment means any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment. Examples of Sexual Harassment include but are not limited to:

- Unwelcome sexual advances
- Verbal abuse of a sexual nature
- Requests for sexual favors

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- Suggestive, lewd, and degrading verbal or written remarks about an individual's physical appearance and attributes
- Unwanted or inappropriate touching of any kind
- Staring or leering at parts of a person's body
- Retaliation for complaining about sexual harassment
- Derogatory, suggestive, or pornographic posters, cartoons, drawings, or screen savers
- Transmission of sexual messages or pictures via voice mail, regular mail, email, text, or any other form of social media and technology

Remedies for Sexual Harassment may include:

- Cease and desist orders
- Suspension
- Termination
- Back pay
- Compensatory damages
- Hiring, promotion, or reinstatement
- Individuals who engage in such acts or harassment may also be subject to civil and criminal penalties.

The University has established the following procedure to address complaints of harassment:

- Anyone who has a question or concern about harassment, or who believes that they or others are being sexually harassed or generally harassed in violation of the University's policies, should report the matter to their supervisor or contact the Executive Director Human Resources at 203-932-7297 to schedule an appointment.
- All claims of harassment will be investigated promptly and thoroughly by the University. To the extent possible, the University will endeavor to keep all complaints and investigations confidential.
- The University does not tolerate or permit discrimination or retaliation against any employee making a good faith complaint of harassment or any witness who, in good faith, provides information in connection with such a complaint. Any act of retaliation must be reported immediately so that the University can investigate promptly and take appropriate action.
- Any employee of the University, whether a coworker or supervisor, who is found to have engaged in prohibited harassment or retaliation is subject to disciplinary action, up to and including discharge from employment. Any supervisor who knew about harassment and took no action to stop it, or who failed to report the harassment to his or her supervisor, to Human Resources, or to the President of the University may also be subject to discipline, up to and including discharge. In addition, under certain circumstances, individuals who violate the University's anti-harassment policies may be held personally liable for monetary damages. The University does not consider conduct in violation of its harassment policies to be within the scope of employment or the direct consequence of the discharge of one's duties. Accordingly, to the extent permitted by law, the University reserves the right not to provide a defense or pay damages assessed against employees for conduct in violation of these policies.
- Individuals who believe that they have been discriminated against may also contact the Connecticut Commission on Human Rights and Opportunities, West Central Regional Office, Rowland Center, 55 West Main Street, Suite 210, Waterbury, CT 06702; phone 203-805-6530.

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