

COLUMBUS STATE COMMUNITY COLLEGE  
POLICY AND PROCEDURES MANUAL

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SEXUAL HARASSMENT

Effective April 15, 1999

Policy No. 3-34

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- (A) It is the policy of Columbus State Community College to provide a positive, discrimination-free educational and working environment. Sexual harassment of students, employees, or others working or visiting in the employment or academic setting will not be tolerated. Offenders will be subject to appropriate college adjudication processes and the full range of disciplinary action provided by college policy, up to and including discharge or dismissal. This policy and its procedures shall be the only internal college forum of resolution for sexual harassment complaints.

College community members or others who feel that they have been victims of sexual harassment in the work place or academic setting will be provided with appropriate support from the college. Members of the college community shall include all CSCC students, members of the Board of Trustees, faculty, staff, and administrators, whether full- or part-time.

- (B) Sexual harassment is behavior based on gender, sexuality, or sexual identity of persons that prevents or impairs their full realization of educational or occupational opportunities or benefits. What is often at issue is not sexual attention per se, but intimidation, coercion, or abuse of power. Such behavior is especially harmful in situations where the imposition of unwanted sexual attention is accompanied by the promise of academic or employment rewards or the threat of reprisal.

The college values and protects academic freedom. Since vigorous, open discussion of controversial issues can cause discomfort, and since vital teaching and learning can itself be the occasion for students, employees, and faculty to face difficult or awkward or painful matters, it is important for all to realize that this policy on sexual harassment is not intended to restrict serious discussion of controversial issues in academic situations.

No matter how carefully worded a definition of sexual harassment might be, unforeseen situations may arise which cannot easily be included in any definition. Thus, sexual harassment is defined to include but is not limited to the following:

- (1) “Quid pro quo” sexual harassment occurs when an individual’s submission to or rejection of unwelcome sexual conduct is the basis for decisions affecting such individual. This kind of sexual harassment usually involves administrators, faculty, or others in an evaluative position who use the following:

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Threats--firing, blocking promotion, transferring, or giving a bad evaluation or grade if a person does not submit to sexual advances; and/or

Rewards--hiring, promoting, or giving a salary increase or grade if a person does submit to sexual advances.

- (2) "Hostile environment" sexual harassment covers severe, persistent, or pervasive actions which unreasonably interfere with job performance or create an intimidating, hostile, or offensive work environment even if it leads to no tangible or economic job consequences.
- (3) Examples of sexual harassment include but are not limited to the following:
  - (a) Unwelcome requests or demands for sexual favors. This may include subtle or blatant expectations, pressures, or requests for any type of sexual favor, including repeated unwelcome requests for dates, whether or not accompanied by an implied or stated promise of preferential treatment or negative consequences concerning one's employment or student status.
  - (b) Unwanted and repeated verbal abuse or kidding that is sexual in nature, such as unwelcome sexual jokes or innuendos, graphic verbal commentaries about an individual's body, sexually degrading words, or the display of offensive or sexually suggestive items.
  - (c) Unwelcome or unwanted sexual advances. This may include patting, pinching, hugging, cornering, kissing, fondling, or any other similar physical conduct of a sexual nature.
- (C) Sexual assault involving physical contact, sexual battery, and rape are extreme forms of sexual harassment and are felony crimes in the state of Ohio. These crimes and possible penalties are defined in Title 29 of the Ohio Revised Code.
  - (1) As required by the Ohio Revised Code, Columbus State Community College's Public Safety Department will notify the Columbus Police Department of all reports of sexual assault, sexual battery, and rape for their investigation and prosecution.

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- (2) If the accused is prosecuted in a criminal proceeding, the college may defer any internal disciplinary proceeding until after an appropriate decision by the criminal justice system.
  - (3) In addition to prosecution under Ohio law, a student or an employee convicted of sexual assault, sexual battery, or rape may be disciplined by the college under college policy and procedures. If appropriate, a student would be disciplined under the Student Misconduct Policy No. 7-10 and Procedure No. 7-10 (D), up to and including dismissal from the college. If appropriate, an employee would be disciplined under college Policy No. 3-32 (Disciplinary Action) up to and including termination from employment.
- (D) It is the policy of Columbus State Community College to investigate thoroughly and take appropriate action concerning any reported incidents of sexual harassment. The very nature of sexual harassment often makes it difficult to detect unless the offended person registers with the appropriate college representative his or her discontent. If anyone believes that he or she is being subjected to any of the above-mentioned forms of sexual harassment, or is aware of someone who is being subjected to the above-mentioned forms of sexual harassment, he or she is strongly encouraged to bring this to the attention of the appropriate administrators listed in Procedure No. 3-33 (E).
- Any person electing to utilize the Sexual Harassment/Harassment Procedure (No. 3-33 (E)), will be treated courteously, and the problem will be handled promptly and as confidentially as practicable. The registering of a complaint will in no way be used against the employee or student, nor will it have an adverse impact on the individual's employment or student status.
- (E) The college reserves the right to use the full range of disciplinary action provided by college policy, up to and including discharge or dismissal, if any member of the college community brings a false complaint of sexual harassment. No complaint will be considered "false" solely because it cannot be corroborated.
  - (F) In cases of alleged sexual harassment, whether formal or informal resolution is sought, anonymous complaints will not be brought against any member of the college community.
  - (G) The college will provide annual educational information for students and employees to

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promote awareness and prevention of sexual harassment and sexual assault.

- (H) Procedures related to this policy are detailed in the Sexual Harassment/Harassment investigative procedure, Procedure No. 3-33 (E).