

# Sexual Harassment and Title IX Policy

## PURPOSE

The purpose of this Sexual Harassment and Title IX Policy is to provide all students, employees, and community members of EIC with a working and learning environment free from any form of sexual harassment and discrimination in all programs and activities of the College.

Reportable incidents of bias/discrimination may include:

- Affiliations
- Age
- Appearance
- Beliefs
- Disability
- Ethnic origin
- Gender expression
- Gender identity
- National origin
- Race
- Religion
- Sex
- Sexual orientation
- Veteran status

## POLICY

The College and the Board of Directors seek to foster a safe and healthy working and learning environment built on mutual respect and trust. At the foundation of the College's mission is the recognition of the equal and inviolable dignity and worth of every person. Sexual Harassment of any kind is a serious violation of these principles and will not be tolerated in any form, including any action that jeopardizes equal access to education on the basis of sex, as may be outlined under Title IX of the Education Amendments of 1972, with the accompanying federal regulations and guidance, the Clery Act, the Violence Against Women Act (VAWA) and any relevant federal, state, county laws and regulations that may be added or amended from time to time. Any member of the College community, who encourages, aides, assists or participates in any act of Sexual Harassment against another is in violation of the College's disciplinary policies, VAWA and Title IX. Violence that is not of a sexual nature is also incompatible with the

College's mission and a violation of College policies. Policies and procedures governing incidents of violence that are not of a sexual nature are covered separately.

**The Board delegates to the President** the responsibility to develop procedures and guidelines for the implementation of this policy. The Office of Human Resources will ensure compliance with this policy, **including training**.

## **Procedures**

### **Introduction**

The College and Board of Directors seek to foster a safe and healthy learning and working environment built on mutual respect and trust as outlined in the Sexual Harassment and Title IX Policy. This procedure outlines the process for students and employees to follow as they experience and respond to sexual harassment and other sexual misconduct occurrences. It also highlights the rights and responsibilities of all parties involved in the process, defines important related terms, and provides additional resources and references.



### **Commitment to an Inclusive and Welcoming Campus Environment**

Eastern International College (EIC) aspires to maintain an organizational culture in which all constituent groups acknowledge their differences and identify commonalities while celebrating both. The shared experiences inspire and inform our commitment to ensuring all communities are served with inclusive, high-quality educational programs that promote student success and upward social and economic mobility. The foundation of the College's mission is recognizing every person's equal and **inviolable** worth and dignity, independent of their situation, background, or lived experiences. The College is committed to an environment where every person is welcomed and empowered to contribute to shaping EIC's institutional climate. Sexual harassment is an unacceptable practice in which these principles are compromised. As such, this behavior is not tolerated in any of its forms.

Sexual harassment may include **sexual exploitation, sex-based harassment, sexual assault, stalking, and relationship violence of a sexual nature**. Sexual harassment follows no patterns as it can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Additionally, sexual misconduct can be committed by any individual regardless of their sex/gender identity or expression, and it can occur between people of the same or different sex/gender identities or expressions. For additional information about these and other terms, you need to review **appendix A** for the term and its definition.

### **Reporting Incidents**

*If you have experienced sexual harassment off-campus, you can call local police by dialing 911. You should go to a safe location as soon as possible and seek immediate medical attention if you are injured.*



All perceived sexual misconduct/harassment incidents can be reported online by completing a **Care and Concern Form** or by email, mail, phone call, or in-person through direct contact with the College's Title IX Coordinator or designee. This type of global engagement in responding to sexual harassment incidents, violations, and misconduct is instrumental in fostering a safe and welcoming environment for all.

Responsible employees, including **faculty members, administration, and staff**, are required to immediately report any incidents or perceived incidents of such conduct involving any member of the College community or third party. Even if the person making the report requests confidentiality, the employee must report the incident to the Title IX Coordinator. **Please see the section below titled "Confidentiality" for additional information.**

A report may be considered a formal complaint when provided as a physical document or an electronic submission containing the Complainant's physical or digital signature or otherwise indicating that the Complainant is the person filing the complaint.

The College Title IX Coordinator may also sign the formal complaint, but in that case, the Title IX Coordinator is not a Complainant or a party to the complaint. The College is required by New Jersey state law to report alleged incidents of sexual assault to the appropriate **law enforcement agencies**. When a student, employee, or third party seeks to make a complaint but perceives a conflict of interest with the Title IX team members, they may contact the Title IX Coordinator or any other members of the Title IX team.