



BOARD POLICIES

DIVISION II. College Employees and Students	REFERENCE NO. 2.2.2[1]
CATEGORY 2.2.2 Workplace Harassment	DATE Adopted 11/87 Revised 6/93, 12/01, 5/11

Joliet Junior College prohibits harassment of any kind in the workplace, including, but not limited to, harassment on the basis of gender, race, color, national origin, religion, disability, sexual orientation, age, gender-identity, or gender expression. A complaint procedure is available to any student or employee who believes that he or she has been subjected to harassment.

Sexual Harassment

It is the policy of Joliet Junior College to maintain a work environment free of unlawful discrimination for all students and employees. Sexual harassment is defined as any unacceptable conduct which violates this policy encompassing a wide range of unwanted, sexually-directed behavior defined as any unwelcome sexual advances, or requests for sexual favors, or and other verbal or physical conduct of a sexual nature which constitute sexual harassment when:

- 1) The enjoyment of any benefit offered by academic or extracurricular programs; academic progress;
- 2) Or extracurricular enrollment, achievement or advancement decisions affecting such individual; or
- 3) Conduct has the purpose or effect of substantially unreasonable interference with an individual’s work or academic extracurricular performance or creates an intimidating, hostile or offensive working or learning educational environment.

Sexual harassment applies to the conduct of a supervisor toward a subordinate, an employee toward another employee, a non-employee toward an employee, an employee toward an applicant for employment, an employee toward a student or a student towards another student or an employee.

Employees who feel they have been subject to sexual harassment or have any concerns regarding inappropriate sexually-based behavior are encouraged to notify Joliet Junior College through their



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immediate supervisor, or the director, human resources. If their supervisor or the director, human resources has allegedly committed the act or acts of sexual harassment complained of, the employee may notify their appropriate vice president or the college president. Such report shall be made in writing detailing the specifics of the alleged incident. Upon being notified, the supervisor shall contact the director, human resources. The director, human resources will evaluate the information provided and determine an appropriate course of action. If the employee is dissatisfied with the response of the director, human resources, he/she may appeal the matter in writing to the president or the Joliet Junior College Board of Trustees (through the Board Chairman), respectively. If the president has allegedly committed the act or acts complained of, the report shall be submitted to the Chairman of the Board of Trustees.

Students who feel they have been subject to sexual harassment should notify Joliet Junior College through the vice president for student development or the dean of students. If the vice president, student development or the dean of students has allegedly committed the act or acts of sexual harassment, complaints should go to the vice president, student development or the president. Such reports may be written or oral detailing the specifics of the alleged incident(s). If the student is dissatisfied with the response of the vice president or the dean, he/she may appeal the matter in writing to the president of the college. If the president has allegedly committed the act or acts complained of, the report shall be submitted in writing to the Chairman of the Board of Trustees

Harassment Based on Gender, Sexual Orientation, Race, Color, National Origin, Religion, Disability, Age, Gender-Identity, or Gender Expression

Joliet Junior College will not tolerate slurs and other verbal or physical conduct relating to an employee or student’s gender, race, color, national origin, religion, disability, sexual orientation or age which constitutes harassment when such conduct:

- 1) Has the purpose or effect of creating an intimidating, hostile, or offensive working or learning environment;
- 2) Has the purpose or effect of unreasonably interfering with an individual’s work or academic performance; or



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- 3) Adversely affects an employee’s employment opportunities or a student’s academic/educational opportunities.

Any Joliet Junior College employee or student who believes that he or she has been subject to harassment at work, by anyone, including supervisors, co-workers, or visitors, is urged to bring the matter to the attention of their supervisor, the director, human resources, or the dean of students, immediately following the incident.

Any Joliet Junior College employee or student who violates this policy and or law(s) prohibiting workplace harassment will be subject to appropriate disciplinary action.