Number: 4.7  
Policy/Operational Procedure Name: Sexual Harassment Policy
Sponsor: Director, Human Resources  
Custodian: Human Resources
Effective Date(s): June 2012  
Next Review Date: Fall 2017
Location: http://www.durhamtech.edu/policiesprocedures/sexualharrassment.htm  
Citation: NA

Policy Statement:
Durham Technical Community College does not tolerate sexual harassment in any form and restricts intimate relationships between faculty and staff members and students over whom the college employee has control or influence. The college further prohibits internal interference, coercion, restraint, or reprisal against any student or employee who files a grievance concerning an occurrence of alleged sexual harassment.

Procedure:
Any college employee found in violation of this policy shall be subject to disciplinary action up to and including termination in accordance with the procedure set forth in the Durham Technical Community College Due Process Policy.

Any student found in violation of the Sexual Harassment Policy shall be subject to disciplinary action up to and including suspension or expulsion from the college. In an effort to prevent sexual harassment from occurring at the institution, it is the college’s policy to encourage the reporting of any incidents of sexual harassment and to provide a just procedure for the presentation, consideration, and disposition of sexual harassment grievances.

Employees should report incidents of sexual harassment to their immediate Supervisor, the Title IX Coordinator, the Affirmative Action Officer, or the Human Resources Director. Students should report incidents to the Vice President of Student Learning, Development, and Support; the Title IX Coordinator; the Affirmative Action Officer; or the appropriate Program Director or Academic Dean.

Purpose/Definitions:
Durham Technical Community College endeavors to create and sustain a positive, responsive, and safe learning environment and workplace. To do so, the college has established a policy that defines “sexual harassment,” prohibits behaviors that constitute sexual harassment, and details the procedure for students and employees to follow in reporting allegations of sexual harassment. Further, while the college recognizes that consenting adults should be free to enter into relationships with other consenting adults without restriction, the college maintains an interest in limiting circumstances under which the degree of such consent can be called into question. Therefore, a second purpose of this policy is to discourage intimate relationships between college employees and students and to restrict such relationships when the employee may have academic or supervisory control or influence over the student. Such relationships raise the specter of exploitation and/or sexual harassment. A college employee has a responsibility to avoid any appearance of impropriety and/or any apparent or actual conflict between the employee’s professional responsibilities and personal interests in dealings or in relationships with students.
**Sexual harassment** may be any singular or repeated comment, gesture, contact, or conduct of a sexual nature, which is known or should reasonably be known to be unwelcome. Such conduct is usually one-sided and coercive and may be overt or implicit. Depending on such circumstances as severity and pervasiveness, examples may include but are not limited to the following: sexual innuendo; touching or patting; sexually suggestive remarks or other verbal abuse about gender; demands for sexual favors; sexual assault; implicit or actual threats to the recipient or to his/her job; offensive material or language, whether written or visual, such as graffiti or degrading pictures; placing a condition of a sexual nature on employment, rewards, avoidance of corrective action, or opportunities for training, transfers, or promotion; and unwelcomed sexual advances by independent contractors, clients, vendors, or other visitors to the college when such advances are condoned, either explicitly or implicitly, by the college.

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<th>Review Action</th>
<th>Review Date(s)</th>
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<tbody>
<tr>
<td>President’s Leadership Council or appropriate college council/ committee (procedure only)</td>
<td>Transferred 5/2015</td>
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<td>Campus Community Review</td>
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<td>Legal Review</td>
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<td>Board of Trustees Review</td>
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