

DISCRIMINATION & HARASSMENT

Discrimination exists when one is subjected to negative or adverse treatment, based on one or more protected characteristics, that interferes with the person's work environment.

Harassment, a form of discrimination, exists in two forms:

- 1. Quid Pro Quo Sexual Harassment**
Promising or withholding employment benefits based upon acquiescence to sexual conduct.
- 2. Hostile Work Environment**
Unwelcome conduct that is severe or pervasive, based on a protected characteristic, that creates an intimidating or offensive work environment.



MANDATORY REPORTING

University employees are **REQUIRED** to report incidents of harassment or discrimination (including incidents of gender violence) to the **Equal Opportunity Compliance Coordinator** under the following circumstances:

- If a situation involving a student is brought to the employee's attention, is reported to the employee, or is witnessed by the employee.
- If the employee serves in a supervisory capacity, and a report of such behavior is brought to the employee's attention by any member of the University community, including visitors.

The Equal Opportunity Compliance Coordinator can be reached at:

Alumni Memorial Building
27 Memorial Drive West
610-758-3535
eocc@lehigh.edu

CONFIDENTIAL RESOURCE

Employees who wish to talk confidentially about harassment or discrimination they may have witnessed or experienced without initiating a report or investigation can contact:

**Integrated Behavioral Health (IBH)
Employee Assistance Program**
1-800-395-1616

NON-CONFIDENTIAL RESOURCES & SUPPORT



Human Resources
Judy Zavalydriga
610-758-3897
jaz308@lehigh.edu

Ombuds Office

Robert Thornton Susan Szczepanski
610-758-3460 610-758-3727

COMMUNITY RESOURCES & SUPPORT

Bethlehem Police Department
610-865-7187 (non-emergencies)
University Phone: 9-911 (emergencies)
Non-University Phone: 911 (emergencies)

Crime Victims Council of the Lehigh Valley
801 Hamilton Street, Suite 300
Allentown, PA 18101
610-437-6611



Turning Point of the Lehigh Valley
444 E. Susquehanna Street
Allentown, PA 18103
610-437-3369



LEHIGH
UNIVERSITY

FACULTY & STAFF



Harassment & Discrimination



Lehigh University strives to provide an educational, working, curricular, social and living environment for all faculty and staff that is free from harassment and discrimination on the basis of age, color, disability, gender, gender identity or expression, genetic information, marital or familial status, national or ethnic origin, race, religion, sex, sexual orientation, veteran status, or any other characteristic protected by applicable law. To discuss options or to file a complaint and pursue a University investigation, contact:

Karen A. Salvemini
Equal Opportunity Compliance Coordinator
Alumni Memorial Building
27 Memorial Drive West
610-758-3535
eocc@lehigh.edu

In case of an emergency, or if you would like to file a criminal report, contact:

Lehigh University Police Department
321 East Packer Avenue • 610-758-4200

REPORTING OPTIONS

You may file both a criminal and a University complaint regarding incidents of harassment, discrimination, retaliation, or bias. Filing a criminal complaint is separate from the University's policies and procedures.

You may also file a complaint about harassment, discrimination, retaliation, or bias with LUPD and the University by completing the Discrimination, Harassment, Retaliation or Bias Incident Reporting Form at lehigh.edu/go/harassment.

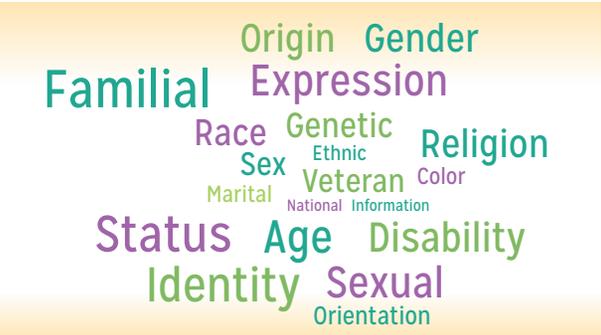


For a complete description of the University's Policy on Harassment & Non-Discrimination, visit:
go.lehigh.edu/harassmentpolicy

INTERIM AND REMEDIAL MEASURES

You do not need to pursue a formal investigation with the University or police to receive needed support, such as:

- Temporary work restrictions
- Interim leave
- University no-contact orders
- Other interim protective measures, as appropriate



Origin Gender
Familial Expression
Race Genetic Religion
Sex Ethnic Color
Marital Veteran National Information
Status Age Disability
Identity Sexual Orientation

UNIVERSITY PROCESS

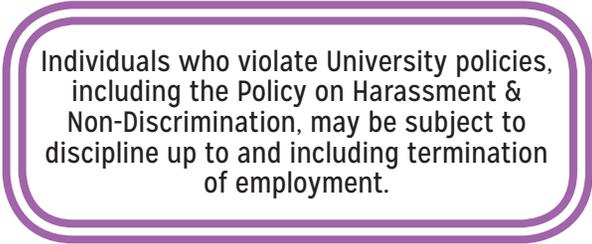
The Equal Opportunity Compliance Coordinator oversees the University's resolution process for matters involving harassment, discrimination, or retaliation. Complaints can be resolved through an informal or formal process.

Informal Resolution Process

- Voluntary
- Assigned to trained employee to facilitate resolution
- Assessed to determine whether formal action is needed

Formal Resolution Process

- An investigation is conducted by the Equal Opportunity Compliance Coordinator and a trained co-investigator.
- Notice of the complaint and applicable policies and procedures provided to parties.
- Investigators conduct interviews and review and gather evidence and prepare a report containing factual findings and recommendations.
- The Provost or appropriate Senior Officer reviews the report and determines if it is more likely than not that a violation of University policy occurred.
- If a violation of policy is found, the appropriate sanctions and/or remedies are implemented.
- Both parties are notified of the decision and of the right to appeal. The respondent, and in limited circumstances the complainant, will be notified of the sanctions/remedies, if applicable.



Individuals who violate University policies, including the Policy on Harassment & Non-Discrimination, may be subject to discipline up to and including termination of employment.

RETALIATION

University policy prohibits retaliation, including retaliatory harassment, against anyone who reports, is a witness to, or is otherwise involved in the reporting, investigation, or resolution of an incident of harassment, discrimination, or other applicable violations of University policy or the law. In the event an individual believes that they have been retaliated against, an independent investigation will be conducted and appropriate disciplinary action will be taken.



If you do not know whether the conduct you have experienced or witnessed constitutes harassment, discrimination, or retaliation, you are always welcome to discuss the situation with the Equal Opportunity Compliance Coordinator. In the event the conduct does not fit into one of these categories, you will be referred to the appropriate office/individual who can further discuss and address the inappropriate conduct.

COMMITMENT TO A SAFE AND SUPPORTIVE COMMUNITY

Lehigh University is committed to preventing and addressing harassment, discrimination, retaliation, and sexual misconduct in its campus community. Such behavior is unacceptable and will not be tolerated. The University encourages the reporting of discrimination, harassment, retaliation, and sexual misconduct when it occurs. The University takes steps to respond promptly and effectively to allegations of such behavior. The University will promptly investigate such incidents and take appropriate action.