



**Policy Title:** Equal Employment Opportunity and Anti-Harassment and Discrimination Policy

**Purpose:** To ensure Oak Point University provides Equal Employment Opportunities for employees and applicants, and to protect employees from discrimination and harassment. To establish internal procedures reporting harassment, investigating complaints of harassment and taking appropriate corrective action.

**Defined Terms:**

Harassment:

Unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status, such as race, color, sex, religion, national origin, ancestry, age, disability, order of protection status, marital status, parental status, military status, sexual orientation, or any other legally protected classification. Oak Point University will not tolerate harassing conduct that affects tangible job benefits, that unreasonably interferes with an individual's work/academic performance, or that creates an intimidating, hostile or offensive working/learning environment.

Sexual Harassment:

Unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitute sexual harassment when:

1. Submission to the conduct is an explicit or implicit term or condition of employment, or enrollment;
2. Submission to or rejection of the conduct is used as the basis for employment or enrollment decisions, including but not limited to any decision related to promotion, performance evaluation, compensation, grading, discipline, work/class assignments or schedules; and/or
3. The conduct has the purpose or effect of unreasonably interfering with an individual's work/academic performance or creating an intimidating, hostile, or offensive working or learning environment. Sexual harassment is conduct based on sex, whether directed towards a person of the opposite or same sex, and may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding," or "teasing," or "practical jokes," or obscene printed or visual material, and physical contact.

Bullying:

Unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status, such as race, color, sex, religion, national origin, ancestry, age, disability, order of protection status, marital status, parental status, military status,

sexual orientation, or any other legally protected classification. Presence Health will not tolerate harassing conduct that affects tangible job benefits, that unreasonably interferes with an individual's work performance, or that creates an intimidating, hostile or offensive working environment.

1. Physical Abuse. Bullying may involve acts of physical abuse, including, but not limited to:
  - a. Hitting;
  - b. Pushing;
  - c. Tripping;
  - d. Kicking;
  - e. Blocking or restraining another person's movement;
  - f. Sexual misconduct;
  - g. Causing damage to another person's clothing or possessions; or
  - h. Taking another person's belongings.
  
2. Verbal Abuse. The actions that constitute bullying do not require physical contact and may be based solely on verbal abuse, such as:
  - a. Name calling;
  - b. Threatening;
  - c. Sexual misconduct;
  - d. Taunting; or
  - e. Malicious teasing.
  
3. Psychological Abuse. Bullying may occur even when the victim is not directly subjected to physical or verbal abuse, which is sometime referred to as "psychological bullying". Incidents may involve:
  - a. Spreading harmful or inappropriate rumors regarding another;
  - b. Drawing inappropriate pictures or writing inappropriate statements regarding another; or
  - c. Intentionally excluding another from groups or similar activities.

Hazing:

Subjecting a person to bodily or physical harm or a likelihood of bodily danger or physical harm, or requiring, encouraging, authorizing or permitting that the person be subjected to any of the following:

- a. Total or substantial nudity on the part of the person;
- b. Compelled ingestion of any substance by the person;

- c. Wearing or carrying of any obscene or physically burdensome article by the person;
- e. d. Physical assaults upon or offensive physical contact with the person;
- a. e. Participation by the person in boxing matches, excessive number of calisthenics, or other physical contests;
- r. f. Transportation and abandonment of the person;
- i. g. Confinement of the person to unreasonably small, unventilated, unsanitary or unlighted areas;
- n. h. Sleep deprivation; or
- g. o. i. Assignment of pranks to be performed by the person.

**Responsible Parties:** Vice President of Human Resources  
All members of the University Community

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**The Policy:**

Equal Employment Opportunity. Oak Point University provides equal employment opportunities for all applicants and employees without regard to race, color, sex, religion, national origin, ancestry, age, disability, order of protection status, marital status, parental status, military status, sexual orientation, or any other legally protected classification, in accordance with applicable law. Oak Point University is also committed to providing a professional, respectful and safe work environment that is free from harassment or discrimination on the basis of race, color, sex, religion, national origin, ancestry, age, disability, order of protection status, marital status, parental status, military status, sexual orientation, or any other legally protected classification, in accordance with applicable law.

Anti-Harassment, Anti-Bullying, Anti-Hazing and Discrimination. Oak Point University prohibits any form of unlawful harassment, bullying, and hazing, and will not tolerate discrimination against any employee or student by anyone, including co-workers, supervisors, students, patients/residents, vendors, visitors, contractors or any other third party. Resurrection University's policies are in alignment with the Mission, Vision and Values and the Catholic Ministry.

Oak Point University Employee and Student Responsibilities. All Oak Point University employees and students must act at all times in accordance with the letter and the spirit of Resurrection University's Equal Employment Opportunity and Anti-Harassment and Discrimination Statement. Oak Point University employees and students are responsible for helping to ensure that the work and learning environment is free from all forms of prohibited discrimination and harassment. Leaders should discuss this policy with their employees, promptly report any violations or suspected violations to the Human Resources Department, and work to ensure that this policy is consistently enforced.

Oak Point University Employee and Student Notification Process. All Oak Point University employees and students are responsible to help ensure that Oak Point University avoids



harassment. If an Oak Point University employee or student feels that he/she has experienced or witnessed discrimination or harassment, he/she must promptly notify one of the following persons:

- The employee's direct supervisor or department head;
- The student's instructor or academic advisor;
- Any member of the University's leadership team;
- The Director of Human Resources.

Retaliation/Threats of Retaliation. Oak Point University prohibits retaliation or threats of retaliation against anyone for reporting discrimination or harassment, assisting in making a discrimination or harassment complaint, or cooperating in a discrimination or harassment investigation. Any retaliation or threat of retaliation shall be treated as a separate incident, which shall be handled in the same manner and be subject to the same procedures as the complaint itself.

Investigating Complaints. Oak Point University will investigate all discrimination or harassment complaints promptly, consistent with Oak Point University Investigation policies. To the fullest extent practicable, Oak Point University will keep complaints and the terms of their resolution confidential.

If an investigation confirms that an Oak Point University employee or student has violated this policy, Oak Point University will take corrective action – including demotion, and/or disciplinary action, up to and including immediate termination or expulsion, as appropriate. All complaints of harassment involving a non-employee/student will be investigated promptly. If appropriate, the employer of the non-Oak Point University individual may be notified. If it is not appropriate to notify the individual's employer (for example, if the individual is a visitor/patient), Security may be notified. If an investigation confirms that a violation of this policy has occurred, Oak Point University will take appropriate action, based on the specific circumstances of the case.

Education. All Oak Point University employees will be required to participate in equal employment opportunity and anti-harassment and discrimination education.

**Policy History:**

Approved 5/1/2014