

What should faculty do when we hear of possible sexual harassment or sexual violence?

What is sexual harassment?

Sexual harassment is a form of discrimination, consisting of unwelcome, hostile, or inappropriate conduct toward an individual because of their gender or gender identity. It includes any unwelcome conduct of a sexual nature when:

- submission to such conduct is understood to be an exchange for an educational or employment perk (*quid pro quo*); or
- such conduct creates a hostile educational or employment environment

What constitutes sexual violence?

Sexual violence includes sexual assault, domestic violence, dating violence, and stalking.

What if I observe or experience an incident that might be sexual harassment or violence?

You must report what you observed/experienced to the Dean of Faculty or the Faculty Liaison. If the incident does not involve faculty, the report may be referred to Student Affairs or Human Resources for investigation.

What if I just heard about something?

You are still obligated to report it, and SAIC is still obligated to investigate and to provide resources to those who may have been victimized.

It might not be anything.

Often it's not. That's fine. But SAIC must investigate before making that determination. Individual faculty are not expected to be experts on these things—but that is not a reason to fail to report possible harassment or sexual violence.

What if a student tells me something, but asks me not to tell anyone?

You cannot promise absolute confidentiality, because SAIC has determined that faculty are “responsible employees” under the law. SAIC is

legally obligated to investigate if it has reason to know of sexual harassment or violence—and when you know, SAIC is assumed to know. Within SAIC, only the Health Center/Counseling Center professionals and the Confidential Advisor can keep confidentiality. You can promise discretion: SAIC will disclose this information only as necessary to investigate the matter and protect the community.

What if the student doesn't want to go to the police?

This is the student's legitimate choice, but we still have to investigate. SAIC's obligation to investigate and provide resources doesn't depend on whether a criminal investigation is underway.

Will people get mad at me for reporting?

Retaliation against anyone reporting discrimination, harassment or sexual violence in good faith is prohibited, whether or not a report is substantiated at the end. The prohibition against retaliation is in SAIC's *Policy against Discrimination, Harassment and Retaliation*.

Does the School have a Title IX Coordinator?

Yes, Title IX is the federal law that prohibits discrimination based on sex in educational programs. Michael Nicolai, VP of Human Resources, is SAIC's Title IX Coordinator. The Dean of Faculty is the Title IX Deputy Coordinator for Faculty. The Dean has designated Nora Taylor, the Faculty Liaison, to receive complaints of sexual harassment, sex discrimination or sexual violence.

How do I reach them?

Michael Nicolai can be reached at mnicolai@artic.edu or 312.629.9411.

The Faculty Liaison can be reached at ntaylor1@saic.edu or 312.759.1441.

Read SAIC's full policies, entitled *Faculty Policy against Discrimination, Harassment and Retaliation* on the Faculty Dashboard at saic.edu/faculty under forms, guides, and policies.