

Syracuse University has policies and complaints procedures related to

- (1) discrimination and harassment related to race, gender and other protected categories,
- (2) sexual harassment, and
- (3) bias-related incidents.

All members of the department should be familiar with these policies and complaints procedures.

Complaints and inquiries should be directed to University officers, or through University services, as described below.

The [Office of Student Assistance](#) (315) 443-4357 provides consultation, support, and referrals for students.

The [Sexual and Relationship Violence Response Team](#) (315) 443-4715 provides privileged and confidential support services, advocacy, and counseling to all students who have concerns related to any form of sexual misconduct, including sexual assault, relationship violence, sexual harassment, stalking, and cyberbullying.

The University regards all of its employees as being responsible for the safety and well-being of the campus community and thus, as “responsible employees”. The responsibilities of responsible employees are outlined below. Please note that these responsibilities include reporting prohibited activities to the Title IX Coordinator/Equal Opportunity, Inclusion, and Resolution Services Officer: Cynthia Maxwell Curtin (email cmcurtin@syr.edu; tel. (315) 443-0211).

Sometimes a graduate student may report to a faculty member about behavior of another faculty member that is not prohibited by the policies discussed below, but that impedes the graduate student's ability to learn or to fulfill his or her teaching duties. The department asks the faculty member to whom the concern is reported not to act alone to address the student's concern. Rather, the faculty member to whom the concern is reported should inform the Graduate Director and the Chair, who will then work together to address the student's concern. Where the concern is first reported to the Graduate Director, he or she should inform the Chair; likewise, where the concern is first reported to the Chair, he or she should inform the Graduate Director; they should work together to address the student's concern. (Adopted 04/29/15)

(1) Discrimination and harassment related to race, gender and other protected categories:

The University prohibits harassment or discrimination related to any protected category including creed, ethnicity, citizenship, sexual orientation, national origin, sex, gender, pregnancy, disability, marital status, political or social affiliation, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity, gender expression or perceived gender.

Any complaint of discrimination or harassment related to any of these protected bases should be reported to Cynthia Maxwell Curtin, the University's Chief Equal Opportunity, Inclusion, and Resolution Services Officer. She is responsible for coordinating compliance efforts under the various laws including Titles VI, IX and Section 504 of the Rehabilitation Act. She can be contacted

at Equal Opportunity, Inclusion, and Resolution Services, 005 Steele Hall, Syracuse University, Syracuse, NY 13244-1520; or by email: cmcurtin@syr.edu; or by telephone: 315-443-4018.

For additional information, see the Non-Discrimination and Equal Opportunity Policy Statement, which can be found here:

http://supolicies.syr.edu/ethics/nonD_equal_policy.htm

(2) Sexual Harassment

Syracuse University defines sexual harassment as unwelcome behavior of a sexual nature that relates to the gender or sexual identity of an individual and that has the purpose or effect of creating an intimidating, offensive or hostile environment for study, work, or social living. The policy covers activity both on campus and off. This policy applies to all interactions between Syracuse University Faculty Members and other faculty, staff, graduate students, undergraduate students, and administrative personnel. State or federal laws may also apply in some instances.

The University's Title IX Compliance Officer also serves as the University Sexual Harassment Officer. The University Sexual Harassment Officer is available to receive and assist in the University's response to complaints of sex discrimination, including sexual harassment and nonconsensual sexual activity. The University's Title IX Compliance Officer/Sexual Harassment Officer is Cynthia Maxwell Curtin (email cmcurtin@syr.edu; tel. (315) 443-0211).

For additional information, see the Sexual Harassment, Abuse, and Assault Prevention Policy Statement, which can be found here:

http://supolicies.syr.edu/ethics/sexual_harass.htm

(3) STOP BIAS @ SU

If you have been impacted by an act of bias at SU, you can report it here:

<http://www.syr.edu/currentstudents/stopbias/>

Reports to STOP BIAS @ SU can be made anonymously.

(4) The responsibilities of responsible employees

The responsibility of all responsible employees is first to listen carefully and without judgment or defensiveness. Care, understand and connect—be a person of support.

Responsible employees should:

- Seek to connect the student to the relevant University officers or services
- Remind complainant that it is important to preserve evidence related to any of these prohibited behaviors.
- Provide complainant with information sheet summarizing University policies, providing key definitions, specifying complainant's rights, options and resources.
- Explain to complainant that key information will be shared with the Title IX Coordinator/Equal Opportunity, Inclusion, and Resolution Services Officer to ensure that complainant's needs and campus safety needs are met.

- If concerned about safety or criminal conduct, contact DPS.
- Don't retaliate against complainant or anyone involved in the process and act to prevent others from retaliating.
- Inform the Title IX Coordinator/Equal Opportunity, Inclusion, and Resolution Services Officer, Cynthia Maxwell Curtin (email: cmcurtin@syr.edu; tel. (315) 443-0211)
- Provide the following key information* to the Title IX Coordinator/Equal Opportunity, Inclusion, and Resolution Services Officer:
 - who reported it, to whom, about whom, and who else has been notified;
 - what was reported (focus on facts not on conclusions);
 - when did it happen (without regard as to when) and when was it reported;
 - where did it occur (such as specific address, name of residence hall, etc.).

* Circumstances may preclude this amount of disclosure, in which case, discuss said circumstances with the Title IX Coordinator/Equal Opportunity, Inclusion, and Resolution Services Officer.

Matters to be reported to the Title IX Coordinator/Equal Opportunity, Inclusion, and Resolution Services Officer:

Title IX matters:

- Any matter of a sexual nature (e.g., sexual assault, sexual harassment, touching, advances, jokes, mocking, comments, name calling)
- Any matter between two people who were involved romantically or who lived together (e.g., domestic violence, stalking, texting, pursuing, name calling, mocking, joking, posting pictures of)
- Any matter regarding sexual orientation (e.g., touching, advances, joking, mocking, comments, name calling)
- Any matter regarding gender expression (e.g., touching, advances, joking, mocking, comments, name calling)
- Any matter regarding pregnancy (e.g., touching, mocking, name calling comments)
- Any matter of inequity involving sex, gender, sexual orientation, gender expression or gender identity

Title VI matters:

- Any matter related to race, ethnicity, national origin, creed or religion (e.g. mocking, name calling, comments)
- Any matter of inequity involving race, national origin, creed or religion (e.g., racial profiling)

Disability (503/504/ADA)

- Any matter related to disability or perceived disability (e.g., mocking, name calling, comments)
- Any matter of inequity involving disability (e.g., making a person with a disability do more to get the same as others)

There are other protected categories (e.g., genetic information, marital status, veteran status, citizenship, political or social affiliation, age). Inform Equal Opportunity, Inclusion and Resolution Services if any matter implicates those protected categories.