

RACIAL HARASSMENT POLICY

It is the policy of HSU Sponsored Programs Foundation to maintain a work environment free from racial harassment. Any behavior determined to constitute racial harassment will be viewed as neither complimentary nor humorous, and will be subject to disciplinary action.

DEFINITION AND CLASSIFICATION OF RACIAL HARASSMENT

Racism can be defined as the assumption that psycho-cultural traits and capacities are determined by biological race and that races differ decisively from one another. That attitude is usually coupled with a belief in the inherent superiority of a particular race -- and the rights (of that race) to subordination or domination over others.

Racial harassment includes any behavior, verbal or physical, that stigmatizes or victimizes an individual on the basis of race, ethnicity, national origin, or ancestry and that:

- a. Involves an expressed or implied threat to an individual's employment, academic efforts, or personal safety; or
- b. Has the purpose or reasonably foreseeable effect of interfering with an individual's employment, academic efforts, or personal safety; or
- c. Creates an intimidating, hostile or demeaning environment for employment, educational pursuits, or personal safety.

HSU Sponsored Programs Foundation recognizes that not every act that might be offensive to an individual or a group necessarily will be considered a violation of this policy. Whether a specific act violates the policy will be determined on a case by case basis with proper regard for all circumstances. Due consideration must be given to the protection of individual rights, freedom of speech, religious and moral convictions, academic freedom and advocacy.

Racial harassment includes, but is not limited to:

1. Making unsolicited written, verbal, physical and/or visual contact with racial overtones. (Written examples: discriminatory or racist letters, notes, invitations; Verbal examples: derogatory comments, ethnic slurs, jokes, epithets. Physical examples: physical violence and destruction of property which is the result of discriminatory behavior as defined above; visual examples: the display of racially offensive objects, or pictures, cartoons, or posters.)
2. Engaging in implicit or explicit discriminatory behavior which is used to control, influence, or affect the career, salary, and/or work environment of another employee.
3. Making reprisals, threats of reprisal, or implied threats of reprisal following a racial harassment complaint.

Have stated the unacceptability of racial harassment, HSU Sponsored Programs Foundation acknowledges the freedom of speech guaranteed by

the First Amendment to the United State Constitution while at the same time deterring discriminatory conduct which goes beyond the legally defined boundaries of free speech.

COMPLAINT PROCEDURES

HSU Sponsored Programs Foundation is aware that racial harassment is a difficult subject to address with sensitivity and objectivity. HSU Sponsored Programs Foundation is concerned with the rights of all members of the organization. All parties to a complaint are entitled to due process in the handling of the complaint. It is HSU Sponsored Programs Foundation policy to handle all complaints with sensitivity, swiftness and, if at all possible, within the organization.

Procedure:

1. All employees will be notified of the HSU Sponsored Programs Foundation policy on racial harassment through their appointment proceedings.
2. Any intentional racial harassment is considered to be a violation of company policy and will be dealt with accordingly by corrective counseling and/or suspension or termination depending upon the severity of the violation.
3. Because HSU Sponsored Programs Foundation is organized on a project basis, with projects functioning in numerous geographical locations and functioning as limited autonomous entities (having their own budgets, conducting their own employee searches, etc.), the primary level for reporting of and resolution of racial harassment issues is the project level. Instances of racial harassment should therefore be reported to the project director, who will, in turn, report the incident and then its subsequent resolution to HSU Sponsored Programs Foundation management. If it is impractical to report an incident to the project director, or if the incident cannot be resolved at the project level, the report should be made directly to HSU Foundation Management, Siemens Hall, Room 210, Humboldt State University, Arcata, CA 95521.
4. Both project directors and the management of HSU Sponsored Programs Foundation will keep detailed records on all aspects of each investigation including records of all conversations and personnel actions. In instances where the issue cannot be resolved informally, employees will be informed of their rights to follow the HSU Sponsored Programs Foundation grievance procedure as well as procedures of external regulatory agencies.
5. High standards will be maintained to protect the privacy of the employee and complainant during investigative procedures; however, all parties must realize that due diligence investigation can compromise anonymity.