



Cornell University

# Harassment

Ignoring a situation will not make it go away:

## Harassment is:

- *illegal discrimination*
- *a violation of Cornell University policy*
- *a barrier to equal opportunity*
- *demeaning and degrading*

Unlawful harassment occurs when an individual is subject to verbal, written, visual or physical conduct, based upon his or her protected class status, that unreasonably interferes with the individual's work or academic performance, or creates an intimidating, hostile, or offensive working or learning environment.

## Protected class status under local, state, and federal law includes:

- *Race*
- *Color*
- *Ethnicity*
- *National origin*
- *Religion*
- *Creed*
- *Disability (including HIV status)*
- *Gender*
- *Gender identity or expression*
- *Sexual orientation*
- *Age*
- *Marital status*
- *Veteran status*
- *Ex-offender status*

## Take Direct Action

Direct action is advisable and, in some cases, can stop the conduct.

- **Say "NO."** An unequivocal response will help prevent any misunderstanding about whether the conduct is welcome. Be direct: "I want to keep our relationship strictly professional." If you know of others who have had similar experiences, consider responding as a group to the individual whose conduct you find objectionable.
- **Put it in writing.** Write a letter or memo to the individual whose conduct you find objectionable. In it, describe the offensive conduct and why you object to it. State that you want the conduct in question to stop. Keep a copy.
- **Keep a record of every incident.** Include the date, time, place, names of the people involved and witnesses, as well as who said and did what to whom, for each incident.

## Seek Advice

Seek advice from any of the following university representatives:

**Office of Workforce Diversity, Equity and Life Quality**, 160 Day Hall, 255-3976, TDD: 255-7066

**Office of the University Ombudsman**, 118 Stimson Hall, 255-4321

**Designated Harassment Advisor or Counselor for Your College or Unit**  
complete listings are available on-line at <<http://www.ohr.cornell.edu/hr/hrmanage/diversity/harassadvisor.html>>

## Request Intervention

The following university offices are available to help you resolve issues of harassment:

**Office of Workforce Diversity, Equity and Life Quality**, 160 Day Hall, 255-3976, TDD 255-7066. Addresses concerns and complaints alleging harassment and other discrimination based on EEO (Equal Employment Opportunity) protected-class status that are filed against staff or faculty members.

**Office of the Judicial Administrator**, 500 Day Hall, 255-4680. Addresses complaints alleging harassment that are filed against students, when the conduct occurs on Cornell property or in a university-related residential organization or educational facility.

**Cornell Police**, G2 Barton Hall; 255-1111, TDD 255-1113 (or use a Blue Light phone or other public-safety phone on campus). Contact Cornell Police if you are on university property and you believe that you or someone else is in immediate or threatened physical danger, or in some other emergency situation. Call 911 in emergencies only, i.e., in situations requiring **immediate** police, fire, or medical response to preserve life or property.

## Obtain Counseling & Other Support

The following Cornell offices and services can provide counseling and/or other support:

**Employee Assistance Program (EAP)**, for faculty and staff, 216-1410

**Counseling and Psychological Services (CAPS)**, for students, 255-5208

**Empathy, Assistance, and Referral Services (EARS)**, for students, 255-EARS (255-3277)

**Cornell United Religious Work (CURW)**, 255-4214

**Lesbian, Gay, Bisexual and Transgendered Resource Office**, 254-4987

**Office of the Dean of Students**, 255-1115

