***SEXUAL HARASSMENT POLICY***

**Policy**

All members of this community are expected and instructed so to conduct themselves as to contribute to an atmosphere free of sexual harassment. Sexual harassment of an employee by another employee or of a student by an employee or of a student by a student is a violation of the policy of this College and will not be tolerated.

This policy is adopted to promote an atmosphere in which all members of the Fayetteville Technical Community College community may work and study free of sexual harassment and provide for the orderly resolution of complaints of sexual harassment.

Incidents of sexual harassment should be reported to your supervisor or the Vice President for Human Resources for resolution. Violations of this policy will be disciplined in accordance with procedures in the FTCC Employment and Affirmative Action Manual (VI 8.3.2).

**Definition**

A request for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by an employee or student, constitutes sexual harassment when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, or
2. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting that individual, or
3. submission to or rejection of such conduct by a student is made the basis for decisions concerning a student’s grade, academic achievement or progress, or participation in any program, curriculum or activity of the College, or
4. such conduct has the purpose or effect of unreasonably interfering with an individual’s performance, or creating an intimidating, hostile or offensive environment.
5. The EEOC definition of a hostile environment is as follows:

Sexual harassment which creates a hostile or offensive environment for members of one sex is every bit of the arbitrary barrier to sexual equality at the workplace that racial harassment is to racial equality. Surely, a requirement that a man or woman run a gauntlet of sexual abuse in return for the privilege of being allowed to work and make a living can be as demeaning and disconcerting as the harshest of racial epithets.

ACKNOWLEDGMENT

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| I, |       | an employee of Fayetteville Technical  |  |
|  Name (Please Print) |  |
| Community Colleges hereby certify that I have received a copy of the College’s Sexual Harassment Policy. I realize that this policy is adopted to promote an atmosphere in which all members of the Fayetteville Technical Community College community may work and study free of sexual harassment. I understand that any employee or student violating this policy will be disciplined in accordance with the procedures outlined in the policy. |
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| Signed  |  | Date |