

ARTICLE II:

ARTICLE II: EMPLOYMENT PRACTICES
Section 7. Personal Conduct on University Property

Policy 7.1: Policy on Sexual Harassment
(Continued)
Issued: June 1, 2001

Complaint Procedures

Complaints should be submitted as soon as possible after the alleged discrimination has occurred in order to permit prompt and equitable resolution. The confidentiality of information presented by all parties will be observed, except in those instances when it interferes with the ability of the University to investigate the allegation(s) and take necessary corrective action. In situations that require immediate action because of safety or other concerns, the University may take appropriate disciplinary action (e.g. suspension with pay pending full investigation by the EEO Office). The investigation shall be completed within 8 to 10 calendar weeks, if consideration cannot be completed in this time, the parties will be notified as to the delay.

1. Complainant will be asked to complete an in-take form which will include a brief description of the alleged discrimination and the nature of the remedy desired.
2. A private in-depth interview will be conducted by the EEO Coordinator or designee with the complainant.
3. The EEO Coordinator or designee will contact the person(s) against whom the complaint is being filed and will also interview that person(s) to ascertain her or his response to the substance of the complaint.
4. The EEO Coordinator or designee may assist in the informal resolution of the complaint. With the consent of both parties involved, the Coordinator will arrange for information to be shared between the parties regarding applicable issues and appropriate remedies. Failure to reach a resolution will result in the investigation proceeding to step 5.
5. The investigation by the Coordinator will include interviewing witnesses, confirming information and seeking additional information and/or documentation. In conducting the investigation, the EEO Coordinator shall have unrestricted access to all pertinent materials, records, reports and documents in possession of any University personnel and shall be afforded the opportunity to interview all persons possessing relevant information.
6. The EEO Coordinator will forward a written report of the investigation and recommendations of resolution to the Vice President of the respondent or, when appropriate, to the President's designee. The Vice President (or President's designee) will decide whether or not University or Board of Trustees policies prohibiting discrimination and sexual harassment have been violated and, if so, what remedial action will be taken by the University.

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7. If the Vice President, or designee, determines that further investigation is needed, the EEO Coordinator will continue to do a follow-up review and/or interviews.
8. A final written determination setting forth the Vice President's, or designee, decision on the basis of the evidence gathered during the investigation will be sent to both the complainant and the respondent. vice Status and Rules, or University Student Conduct Code will be followed.
9. If disciplinary action is required as a result of a finding of discrimination, procedures required under relevant collective bargaining agreements, Board of Trustees Regulations, State University Civil Service Status and Rules, or University Student Conduct Code will be followed.
10. An appeal may be made to the President. The President's decision is final.

Any retaliatory action, of any kind, taken by a Chicago State University employee or student against a complaining party as a result of that party's seeking redress under these procedures is prohibited and shall be regarded as a separate and distinct cause for complaint under these procedures.

It is a violation of this policy for anyone to knowingly make false accusations of discrimination or harassment. Failure to prove a claim is not equivalent to a false allegation. Sanctions will be imposed for making false accusations of discrimination or harassment.

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Policy 7.2: Policy on Procedure Regarding Sexual Assault
Issued: June 1, 2001

Policy

It is the policy of Chicago State University that the sexual assault of one member of the academic community by another will not be tolerated. This policy applies to all members of the campus community: students, employees, and visitors. It applies to incidents which occur on University property, as well as at off-campus functions sponsored or supervised by the institution.

The term "sexual assault" as used by Chicago State University in this policy encompasses the legal definition of sexual assault contained in Chapter 38, Illinois Compiled Statutes and the definition of forcible and non-forcible sex offenses used in the Federal Bureau of Investigation's Uniform Crime Reporting System. It includes, but is not limited to, acts of rape (stranger and acquaintance), other forms of coe

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Should a decision be made that other persons may be present, both accuser and accused may have another person present during the campus disciplinary proceeding.

Both accuser and accused shall be informed of the outcome of the campus disciplinary proceeding.

Possible Sanctions

In addition to the outcomes of any criminal and/or civil proceedings, the University may also impose the following sanctions:

1. Sanctions which may be imposed on students following a final determination of rape, acquaintance rape, or other sex offense (forcible or non-forcible) include official warning, disciplinary probation, suspension, or expulsion.
2. Sanctions which may be imposed on employees following a final determination of rape, acquaintance rape, or other sex offense (forcible or non-forcible) include oral and written reprimands, fines, suspensions, and termination.
3. Depending upon the perceived threat to the health or safety of the victim or of others in the University community, the University may take necessary and appropriate action to prevent unwanted contact or proximity with visitors who are alleged assailants.

Distribution

To inform members of the campus community about this policy, the University will select among several means such as, but not limited to, printing it in the Student Survival Kit (Student Handbook) and/or the student newspaper and direct mailing to employees via campus mail.