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| Title: HARASSMENT   | Code: C0201   |
| Authority: Chapter 38, Wis. Stats.; Wis. Stats. § 111.32; WTCSB TCS Chapter 6; Board Minutes, 1/22/85; 5/23/94; 2/21/95; 3/25/97; 8/25/98; 12/14/99; 11/27/07 | Original Adoption: 1/22/85<br>Revised/Reviewed: 11/27/07<br>Effective: 11/28/07 |

Milwaukee Area Technical College (MATC) actively complies with all applicable federal and state Equal Employment, Equal Education, and Affirmative Action laws, rules, executive orders, and policies Titles VI and VII of the Civil Rights Act of 1964 as amended, Title IX of the Educational Amendments Act of 1972, Section 504 of the Rehabilitation Act, the Americans With Disabilities Act of 1990, the Civil Rights Act of 1991, the Carl D. Perkins Vocational and Applied Technology Education Act, the Equal Pay Act of 1973, the Age Discrimination Act of 1967 and 1975, the Civil Rights Restoration Act of 1987, the Wisconsin Fair Employment law, and other appropriate laws and executive orders and/or administrative directives and codes including the Office for Civil Rights Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex, and Handicap in Vocational Programs (34 CFR, Part 100, Appendix B).

Employees, students, and visitors of MATC shall be allowed to function in an atmosphere which is free from harassment on the basis of race, age, religion, color, sex, national origin, disability, and any other legally protected status.

Harassment by employees or students on the basis of race, age, religion, color, sex, national origin, disability, or other protected status is an unlawful practice and is prohibited.

In this context, harassment is defined as verbal and/or physical conduct which prevents or impairs an individual's fair and unbiased access to employment or educational opportunities and benefits. The term "harassment" will also encompass "sexual harassment."

"Sexual harassment" means unwelcome sexual advances, unwelcome requests for sexual favors, unwelcome physical contact of a sexual nature, or unwelcome verbal or physical conduct of a sexual nature. "Sexual harassment" includes conduct directed by a person at another person of the same or opposite gender. "Unwelcome verbal or physical conduct of a sexual nature" includes but is not limited to the deliberate, repeated making of unsolicited gestures or comments of a sexual nature; the deliberate, repeated display of sexually graphic materials which is not necessary for business purposes; or deliberate verbal or physical conduct of a sexual nature, whether or not repeated, that is sufficiently severe to interfere substantially with an employee's work performance or to create an intimidating, hostile, or offensive work environment.



**Milwaukee Area Technical College**

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This definition also applies when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or enrollment; or
2. Submission to or rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting the individual.

MATC shall comply with Section 38.12 Wis. Stats., by incorporating in its orientation program for newly entering student's oral and written information on sexual assault and sexual harassment. Furthermore, MATC shall provide written information to every student annually. Coordination of compliance with this legislation is the responsibility of the President.

The MATC District Board shall annually submit a report to the Chief Clerk of each house of the legislature for distribution to the appropriate standing committees. This report shall indicate the methods the district board has used to comply with the requirements for both newly entering students and all students as required by the law.

The Wisconsin Technical College System District Board prohibits and will not tolerate the harassment of any employee or student by supervisory personnel, co-workers, students, or visitors.

**Retaliation**

MATC recognizes retaliation against an employee or student for filing harassment complaints against this institution or for opposing harassing practices to be a prohibited form of discrimination.

Any employee or student who engages in harassment, or retaliates against another employee or student because the employee or student made a report of harassment or participated in an investigation of a claim of harassment, is subject to immediate discipline, up to and including discharge or expulsion, as appropriate.

Any employee or student who believes that he or she has been the subject of prohibited harassment or retaliation should report the matter immediately to one of the following offices:

Associate Vice President  
Human Resources and Labor Relations  
Milwaukee Area Technical College  
700 West State Street, Room M254  
Milwaukee, WI 53233-1443  
Phone: 414-297-6867



**Milwaukee Area Technical College**

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Title IX Coordinator  
Vice President of Student Services  
Milwaukee Area Technical College  
700 West State Street, Room S214  
Milwaukee, WI 53233-1433  
Phone: 414-297-7227

Any such reports will be investigated promptly and be kept confidential within the bounds of our investigation and the law, in accordance with applicable administrative regulations and procedures.

If the complaint alleges harassment or retaliation by the Affirmative Action office or that the Affirmative Action office has failed to respond properly to a complaint, the complaint should be directed to the President/Designee of MATC.