



# Minot State University

## Policy Manual

---

### **Anti-Harassment**

Source: SBHE 603.1, 603.2

Minot State University (MSU) is committed to providing a climate that fosters respect for students, staff and faculty as well as others who participate in programs and activities at the University. As part of that commitment, MSU prohibits harassment as described in Policy 1.0 and for protected activity (such as reporting alleged harassment or providing information related to a grievance). This policy complies with federal civil rights laws, agency regulations, and the guidance for implementing these laws.

1. Harassment (a form of discrimination) can be defined as; unwelcome oral, written, graphic, or physical conduct, based on one or more of the protected classes of an individual (or group), that is sufficiently severe, persistent, or pervasive so as to unreasonably interfere with their education, employment, or other participation in educational programs or activities or that creates a working, learning, or educational program or activity environment that a reasonable person would find hostile, intimidating, or abusive. Harassment may include, but is not limited to, threats, physical contact or violence, offensive jokes, insults or put-downs, slurs or name-calling, vandalism/graffiti, or offensive objects or pictures. Petty slights, annoyances, and isolated incidents (unless very serious) typically do not rise to the level of harassment. Harassment in electronic form is prohibited under [SBHE Policy 1202.1](#)
2. Anyone who feels she/he has been subjected to prohibited harassment is encouraged to report the situation before it becomes severe or pervasive. Individuals may make a report to the Human Resources Director, VP of Administration and Finance or an appropriate administrator. Reports may be addressed on an informal basis at the request of the individual alleging harassment. The person alleging harassment may also file a formal grievance using the Harassment Complaint Form and filing it with the Human Resources Director.
3. In each case of alleged harassment, the supervisor, in consultation with the Human Resources Director, will determine whether an immediate fact-finding investigation is necessary. Although circumstances will affect the time needed to conduct such an investigation, response to an alleged violation of this policy should be handled in a timely manner and a determination reached as soon as possible. Whenever a violation of this policy is determined, immediate and corrective action, including discipline, will be taken.

4. The University will not tolerate adverse actions/retaliation toward anyone who, in good faith, alleges harassment or who provides information related to a grievance. Such retaliation may be the basis for an additional grievance.
5. To the extent possible, the University will maintain the confidentiality of anyone who reports an alleged violation of this policy.
6. In addition to this anti-harassment policy, the University has a policy specifically addressing sexual harassment, discrimination and misconduct (see Policy 1.2).

Direct inquiries to: HR Director / EEO/AA / Deputy Title IX Coordinator, Administration 2<sup>nd</sup> FL, 701-858-4610, [hr@minotstateu.edu](mailto:hr@minotstateu.edu)

---

Updated May 16, 2017