

Message from the Chancellor

As a large public employer in the community and as a leader among universities, we here at UCSF have a vested interest in ensuring that our campus environment is civil and productive, and that our faculty, staff and students uphold the highest standards of personal and professional behavior. To that end, I am committed to maintaining a campus that is free of any sexual harassment by establishing and enforcing policies that promote proper interrelations among all of us and individual accountability.

J. Michael Bishop, M.D.

What is Sexual Harassment?

Sexual harassment is defined by the Equal Employment Opportunity Commission (EEOC) as *“Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.”*

Under federal and state law there are two kinds of sexual harassment:

Quid pro quo or “this for that”

When a faculty member, supervisor, or other person in authority jeopardizes the victim’s academic or career future through job discrimination or demotion, a withheld promotion, or a failing grade unless sexual favors are granted, whether or not action was taken.

Hostile environment

When anyone engages in unwelcome sexual behavior that creates an offensive work or learning environment.

Resolving Sexual Harassment

Sexual Harassment is not a voluntary sexual relationship, but defined by the elements of coercion, threat, or unwanted attention. If you feel you are being sexually harassed, the following are some options:

■ Take action – even if you feel confused or doubt yourself.

■ Say no. Make it clear to the offender that the behavior is unacceptable to you. Sometimes a simple confrontation ends the situation.

■ Speak directly. Say something like, “I’d like to keep our relationship strictly professional.”

■ Write a letter. Identify the offending behavior, explain your feelings, and request change.

■ Keep a record. Note dates, places, times, and witnesses, as well as the nature of the harassment. Such records are necessary if you decide to pursue a formal grievance.

■ Seek assistance from any of the campus advisers.

UCSF provides the campus with sexual harassment prevention workshops to educate campus administrators, supervisors, faculty members, staff, and all new students in sexual harassment prevention. In addition, a group of advisers, resource persons from each of the dean’s offices, and student affairs representatives have been trained to assist the campus in sexual harassment conflicts.

If you feel you are experiencing sexual harassment, need more information, or would like to sign your department up for a workshop, call 415/476-5186.



UCSF Procedures

Complaints may be brought to the Sexual Harassment Prevention Coordinator, an adviser, or to your immediate supervisor.

Inquiries about sexual harassment:

- Need not begin with a formal grievance;
- Can be made without disclosing specific details such as names and places;
- Are appropriate – whether the behavior has just begun or one has already made efforts to resolve the problem.

Once a complaint is made:

- The complainant is informed of the rights of all parties;
- Resolution will begin immediately, may include investigation and/or mediation;
- If proven, prompt and effective action will be taken; steps to prevent further sexual harassment will be implemented, and appropriate remedy provided for the complainant’s loss, if any, as required by law.

The UCSF campus has adopted specific policy and procedures to provide for the hearing and the resolution of complaints of sexual harassment. A full copy of this policy can be confidentially obtained from the Sexual Harassment Prevention Coordinator, Office of Affirmative Action/Equal Opportunity/Diversity, the Center for Gender Equity, or your department.



Identifying Sexual Harassment
Sexually harassing behavior includes:

Verbal Harassment

Sexually oriented noises or remarks; sexually explicit jokes; name calling; use of inappropriate names, such as "babe"; discussions about sexual activity; sexual innuendoes about one's anatomy and/or attire; questions about one's sexual practices.

Physical Harassment

Touching; pinching; patting; brushing against another's body; requiring one to wear sexually suggestive clothing.

Visual Harassment

Displaying sexual pictures, writing, or objects; obscene and/or unwanted letters or invitations; staring at one's anatomy; leering; sexual gestures.

Sexual Favors

Propositioning an individual; continued requests for dates in exchange for work or academic advancement.

Sexual harassment can involve anyone on campus, from co-workers, supervisors, and faculty members, to independent consultants or students. Harassment can occur between any individuals, regardless of status or gender.

Sexual harassment may cause confusion, anxiety, anger, self-doubt, guilt, humiliation, and physical stress. It can cause that person to drop a class, quit a job, fail an exam, miss work, or be fired from a job. Others may suffer the effects of sexual harassment, as their work or learning environment becomes tense and unproductive.

UCSF POLICY ON SEXUAL HARASSMENT *(in brief)*

Policy

The University of California, San Francisco (UCSF) is committed to creating and maintaining a community in which all persons who participate in University programs and activities can work together in an atmosphere free of all forms of harassment, exploitation, or intimidation, including sexual. It is the responsibility of the University to prevent sexual harassment, if possible, correct it when it occurs, and to take appropriate disciplinary action, as necessary, against behavior that is a violation of the policy.

Retaliation

Retaliation against an individual for use of the UCSF sexual harassment policy and complaint resolution process is strictly prohibited and illegal. Reprisals against one person(s) by another can create a hostile environment and are subject to disciplinary action, up to and including dismissal.

Sexual harassment is a violation of federal and state discrimination laws. Information on filing complaints with federal and state agencies can be obtained from advisers and the Sexual Harassment Prevention Coordinator.

University of California
San Francisco



Sexual Harassment
Prevention

Work-Life Resource Center
Sexual Harassment Prevention
& Resolution
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PREVENTING Sexual Harassment



a guide for
faculty
staff
students

University of California
San Francisco



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