

INVESTIGATING COMPLAINTS OF DISCRIMINATION OR HARASSMENT

Minnesota State University, Mankato is committed to a policy of nondiscrimination in employment and education opportunity. The Office of Affirmative Action assists students and employees who believe they have been harassed or discriminated against because of their sexual orientation. The Office of Affirmative Action investigates sexual orientation discrimination and harassment complaints and acts as a referral agency for students and employees needing additional services from other University offices.

RETALIATION PROHIBITED

Retaliation is prohibited by Minnesota State University, Mankato. Retaliation may occur whether or not there is a power or authority differential between the individuals involved. Forms of retaliation include intentionally engaging in any form of intimidation, reprisal or harassment against an individual because that individual:

- made a complaint under this policy;
- assisted or participated in any manner in an investigation, or process under this policy, regardless of whether a claim of discrimination or harassment is substantiated; or
- associated with gay, lesbian, bisexual, or transgender person(s).

HOURS

The Office of Affirmative Action is open Monday through Friday from 7:30 A.M. to 4:30 P.M.

CONTACT INFORMATION

Office of Affirmative Action

Minnesota State University, Mankato
112 Armstrong Hall
Mankato, MN 56001

Phone: 507-389-2986
800-627-3529 or 711 (MRS/TTY)
Fax: 507-389-5667
E-mail: affirmative-action@mnsu.edu
Web site: www.mnsu.edu/affact/

WHERE CAN I GET HELP?

FOR STUDENTS AND EMPLOYEES:

Office of Affirmative Action
112 Armstrong Hall
507-389-2986

University Security
222 Wiecking Center
507-389-2111 (V/TTY)

FOR STUDENTS:

LGBT Center
168 Centennial Student Union
507-389-5131

Women's Center
218 Centennial Student Union
507-389-6146

Counseling Center
245 Centennial Student Union
507-389-1455

Office of Student Affairs
228 Wigley Administration Center
507-389-2121

FOR EMPLOYEES:

Office of Human Resources
336 Wigley Administration Center
507-389-2015

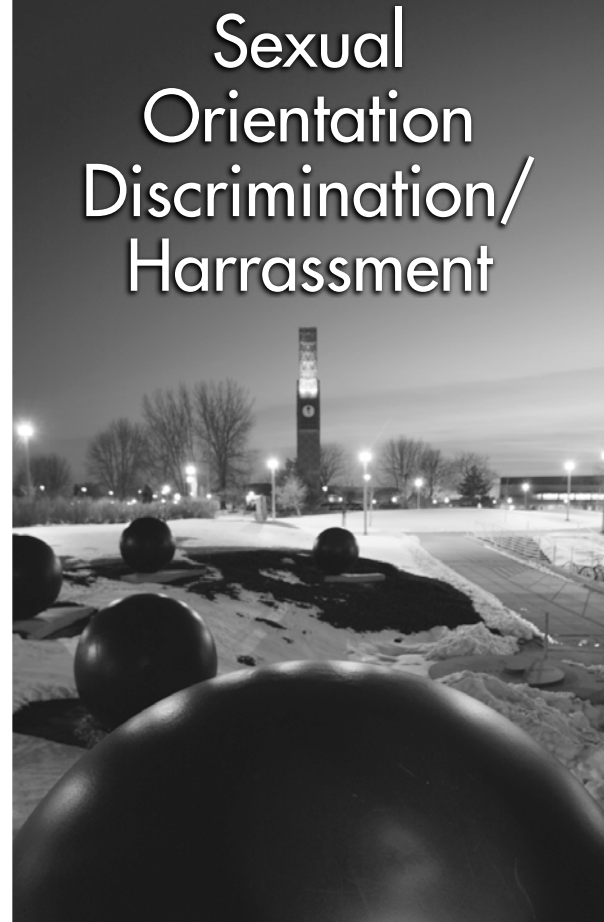
People with speech or hearing impairments may reach the above offices at 800-627-3529 or 711 (MRS/TTY)

A member of the Minnesota State Colleges and Universities System.
Minnesota State Mankato is an
Affirmative Action/Equal Opportunity University.
This document is available in alternative format to individuals with disabilities
by calling the Office of Affirmative Action at
507-389-2986 (V), 800-627-3529 or 711 (MRS/TTY). HUMR55BR0309
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MINNESOTA STATE
UNIVERSITY
MANKATO

OFFICE OF AFFIRMATIVE ACTION



Sexual
Orientation
Discrimination/
Harrassment

Rights & Responsibilities
of
Students & Employees

WHAT IS SEXUAL ORIENTATION DISCRIMINATION?

Sexual orientation discrimination is verbal or physical conduct that is directed at an individual because of their sexual orientation. Such conduct may subject the individual to different treatment which interferes with or limits their ability to participate in or benefit from the services, activities, or privileges provided by the University, or otherwise adversely affects the individual's employment or education.

Examples can include:

- Focusing on an individual's sexual orientation rather than on their credentials during a job interview.
- denying raises, benefits, promotions, or job performance evaluations on the basis of an individual's sexual orientation.
- denying an individual access to an educational program due to their sexual orientation.
- engaging in or sanctioning continuing discriminatory conduct, unrelated to the academic discussion in a course or class, thus creating a hostile environment for individual students based on their sexual orientation.

WHAT IS SEXUAL ORIENTATION HARASSMENT?

Sexual orientation harassment is an illegal form of discrimination and is defined as verbal or physical conduct directed at an individual because of their sexual orientation that is sufficiently severe, pervasive, or persistent enough to create a hostile work or educational environment.

Examples can include:

- Engaging in behaviors and/or conversations designed to harass an individual because of their sexual orientation.
- Sending degrading e-mail messages to someone because of their sexual orientation.
- Spray-painting sexually insulting comments that are based on an individual's sexual orientation on a residence hall door.

WHAT CAN I DO IF I'M THE TARGET OF DISCRIMINATION OR HARASSMENT?

If you feel physically threatened, remove yourself from the situation and seek help immediately from University Security at 389-2111, or dial 911 for the Mankato Police Department.

If the situation is not physically threatening, and you feel comfortable talking to the individual, tell them you're offended by the comment or behavior and ask them to stop.

If you're not comfortable talking directly to the individual, you can identify a third party whom you and the other individual mutually respect and ask for their assistance in helping the two of you talk through the behavior and why you found it offensive.

You should document incidents of discrimination and harassment immediately – who, when, where, what was said or done, and the names of any witnesses. Discrimination and/or harassment complaints should be submitted to the Office of Affirmative Action to determine if the complaint falls under the 1B.1 Nondiscrimination in Employment and Education Opportunity Policy or for referral to another University office.

CAN SEXUAL ORIENTATION DISCRIMINATION OR HARASSMENT HAPPEN TO YOU?

Sexual orientation discrimination or harassment can occur in a variety of relationships, including faculty - student, supervisor - employee, student - student, employee - employee, and other relationships with persons having business with or visiting the campus. Comments or actions that constitute discrimination or harassment are intended by some to be humorous or to express familiarity. This doesn't excuse the behavior or the need to address it.

However, not every act that may be offensive to an individual or group constitutes discrimination or harassment. Harassment includes action beyond the mere expression of views, words, symbols or thoughts that another individual finds offensive. To be considered a violation of university policy, the conduct must be serious enough to deny or limit an individual's ability to participate in or benefit from the services, activities, or privileges provided by Minnesota State University, Mankato.

The 1B.1 Nondiscrimination in Employment and Education Opportunity Policy and the 1B.1.1 Report/Complaint of Discrimination/Harassment Investigation and Resolution Procedure can be accessed at:
<http://www.mnscu.edu/board/policy/1b01.html>
and <http://www.mnscu.edu/board/procedure/1b01p1.html>.

**OFFICE OF AFFIRMATIVE ACTION
112 ARMSTRONG HALL
507-389-2986**