**HARASSMENT OF DISCRIMINATION AND SEXUAL HARASSMENT**

The community have the right to file a complaint with the University. The may feel that others have engaged in actions that diminish either the community. There are times, however, when members of our community.

**POLITICAL CAMPAIGNING**

**Student Elections**

A. Candidates conducting campaigns for positions within the Undergraduate Student Government and the Graduate Student Senate must abide by University policies and their respective organizations constitution and bylaws.

B. Each candidate who wishes to canvass or register voters door-to-door within the University residences shall be responsible for securing a letter from the Director of Residence Life authorizing the candidate to canvass or register voters door-to-door.

C. In addition to the letter of authorization, each candidate shall be given copies of the regulations governing canvassing and voter registration in University residences.

**Public Elections**

A. In order to conduct campaigning on campus, all candidates for public office must register with the Office of the Dean of Students prior to campaigning.

B. All candidates for public office must comply with all University policies including but not limited to: advertising policies, space reservation policies and applicable residence hall policies.

**PROCEDURES FOR FILING ALLEGATIONS OF DISCRIMINATION AND SEXUAL HARASSMENT**

Bowling Green State University strives to create and maintain a positive academic and social environment both on-campus and in the greater community. There are times, however, when members of our community may feel that others have engaged in actions that diminish either the environment or disrespect the individual. In these instances, members of the community have the right to file a complaint with the University. The procedures outlined below address how and where a complaint involving discrimination or sexual harassment should be documented and filed with the University, as well as the procedures utilized by the University to investigate and resolve the complaint. Questions regarding any step of the process should be directed to either the Office of Equity and Diversity (419-372-8472) or the Office of the Dean of Students (419-372-2843).

**RACIAL AND ETHNIC HARASSMENT**

The policy of Bowling Green State University is that racial and ethnic harassment will not be condoned. Moreover, the University will use its influence to encourage the community-at-large to treat its students, faculty and staff and affiliated visitors in a manner consistent with the principles of this policy. The policy is in keeping with the spirit and intent of federal, state, municipal and University guidelines governing racial discrimination.

1. **Definition**

Racial and ethnic harassment constitutes any physical or verbal behavior that subjects an individual to an intimidating, hostile or offensive educational, employment or living environment. Such harassment:

A. Denigrates or stereotypes an individual because of his or her racial or ethnic affiliation;

B. Demeans or slurs an individual through pictorial illustrations, graffiti or written documents or material because of his or her racial or ethnic affiliation;

C. Makes unwarranted and disparaging references or innuendoes in attributing an individual's personal conduct, habit or lifestyle due to his or her racial or ethnic affiliation.

2. **Regulations**

A. It is a violation of University policy and the Code of Student Conduct for any member of the faculty, administrative and classified staff or student body to engage in harassment as defined above.

B. It is a violation of University policy to retaliate against anyone bringing forth an honestly perceived complaint of racial or ethnic harassment.

3. **Responsibilities**

A. On a University-wide basis, the Office of Equity and Diversity (705 Administration Building) is responsible for the coordination and implementation of Bowling Green State University’s Racial and Ethnic Harassment Policy. This office will serve as the resource with regard to all matters of this nature.

B. Each dean, director, department chair and administrative head of an operational unit is responsible for the dissemination and implementation of this policy within his or her area of responsibility. Persons at this level are also responsible for referring reported unresolved incidents of racial and ethnic harassment to the Office of Equity and Diversity.

C. It is expected that each faculty member, administrative staff member and classified staff member will ensure adherence to this policy within his or her area of responsibility. Such efforts are largely a matter of good faith.

D. It is the responsibility of all members of the University community to discourage harassment, report such incidents and cooperate in any investigation which might result.

4. **Grievance Operating Procedures**

A. Operating procedures for processing complaints of racial and ethnic harassment or other forms of discrimination prohibited by University policies are available in the Office of Equity and Diversity (705 Administration Building) and the Office of the Dean of Students (301 Bowen-Thompson Student Union). These procedures may also be found on the University Web site for the Office of the Dean of Students (www.bgsu.edu/offices/sa/life) and for the Office of Equity and Diversity (www.bgsu.edu/offices/oed/index.html).

The procedures are designed to be an efficient and effective way of addressing a complaint from a student that some act or incident has abridged that student's right under University policies to live, learn and work in an environment that is free of harassment, discrimination and intimidation. Allegations of wrongdoing will be investigated fully, as warranted by the facts and circumstances, and every investigation will be conducted under procedures that give full recognition to the rights of all concerned parties. Students
are urged to review our policies and procedures and to address any questions that they may have on these issues to the Office of the Dean of Students, 301 Bowen-Thompson Student Union, 419-372-2843, or the Office of Equity and Diversity, 705 Administration Building, 419-372-8472.

The procedures outlined below are designed to provide sufficient flexibility in which to address the wide range of incidents that fall under the terms “unlawful harassment and discrimination.” They are intended to be responsive to the particular situation at-hand and will be investigated as the allegations under review indicate.

**B. Principles**

In investigating complaints of racial or ethnic harassment, the following principles will be adhered to:

1. Each complaint will be handled on an individual, case-by-case basis, considering the complete record and all relevant circumstances.
2. Investigation will be conducted as fairly and expeditiously as possible.
3. In investigating complaints of unlawful racial or ethnic harassment, every effort will be made to ensure confidentiality.
4. An individual bringing forth an honestly perceived complaint will not suffer any type of retaliation regardless of the outcome of the complaint.
5. The complaint will be resolved in a manner which is consistent with this policy and also fair and equitable to all parties concerned.
6. Nothing in this policy should be interpreted as interfering with the practice of academic freedom at Bowling Green State University.
7. The purpose of this policy is to end racial and ethnic harassment, and therefore it may not be used by a complainant to achieve personal goals not in conformity with the purpose of this policy.

**SEXUAL HARASSMENT**

**Policy Statement**

It is the policy of Bowling Green State University that sexual harassment will not be condoned. This policy applies equally to faculty, administrators, classified staff and students and is in keeping with the spirit and intent of guidelines on discrimination because of sex.

**Policy guidelines**

1. **Definition**
   
   Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:
   
   A. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic pursuits;
   B. submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or
   C. such conduct has the purpose or effect of unreasonably interfering with an individual's employment or academic performance or creating an intimidating, hostile or offensive working or educational environment.

2. **Regulations**
   
   A. It is a violation of University policy for any member of the faculty, administrative and classified staff, or student body to engage in sexual harassment, as defined in Section 1.
   B. It is a violation of University policy to retaliate against anyone bringing forth an honestly perceived complaint of sexual harassment.

3. **Responsibilities**
   
   A. On a University-wide basis, the Office of Equity and Diversity (705 Administration Building) is responsible for the coordination and implementation of Bowling Green State University's sexual harassment policy. This office will serve as the resource with regard to all matters of this nature.
   B. Each dean, director, department chair and administrative head of an operational unit is responsible for the dissemination and implementation of this policy within his or her area of responsibility. Persons at this level are also responsible for referring reported incidents of sexual harassment to the Office of Equity and Diversity.
   C. It is expected that each faculty member, administrative staff member and classified staff member will ensure adherence to this policy within his or her area of responsibility. Such efforts are largely a matter of good faith.
   D. It is the responsibility of all members of the University community to discourage sexual harassment, report such incidents, and cooperate in any investigation which might result.

4. **Grievance Operating Procedures**

   A. Operating procedures for processing complaints of sexual harassment or other forms of discrimination prohibited by University policies are available in the Office of Equity and Diversity (705 Administration Building) and the Office of the Dean of Students (301 Bowen-Thompson Student Union). These procedures may also be found on the University Web site for the Office the Dean of Students (www.bgsu.edu/offices/sa/life) and for the Office of Equity and Diversity (www.bgsu.edu/offices/oe/index.html).

   The procedures are designed to be an efficient and effective way of addressing a complaint from a student that some act or incident has abridged that student's right under University policies to live, learn and work in an environment that is free of harassment, discrimination and intimidation. Allegations of wrongdoing will be investigated fully, as warranted by the facts and circumstances, and every investigation will be conducted under procedures that give full recognition to the rights of all concerned parties. Students are urged to review our policies and procedures and to address any questions that they may have on these issues to the Office of the Dean of Students, 301 Bowen-Thompson Student Union, 419-372-2843, or the Office of Equity and Diversity, 705 Administration Building, 419-372-8472.

   The procedures outlined below are designed to provide sufficient flexibility in which to deal with the wide range of incidents which fall under the term "sexual harassment." They are intended to be responsive to the particular situation at hand and will be investigated as the allegations under review indicate.

   **B. Principles**

   In investigating complaints of sexual harassment, the following principles will be adhered to:

   1) Each complaint will be handled on an individual, case-by-case basis, taking a look at the record as a whole and at the totality of circumstances.
   2) The investigation will be conducted as fairly and expeditiously as possible.
   3) In investigating complaints, every effort will be made to ensure confidentiality.
   4) An individual bringing forth an honestly perceived complaint will not suffer any type of retaliation regardless of the outcome of the complaint.
   5) The complaint will be resolved in a manner which is consistent with this policy and also fair and equitable to all parties concerned.

**SKATING**

No person may skateboard, in-line skate, roller skate or use any other similar wheeled device in or on campus buildings, or on any porch, steps, loading dock or other raised paved surface on campus including parking curbs, or on disability ramps. Use of the devices is not permitted on any structure located on or adjacent to a sidewalk, such as benches, column bases, artwork and sculptures.

**SMOKING**

Bowling Green State University recognizes the need to create and to maintain an environment that sustains and enhances the general health of its faculty, staff, students and visitors. Therefore, by resolution of the Bowling Green State University Board of Trustees, effective August 15, 1994, and by Ohio state law, smoking is prohibited inside all buildings, structures and vehicles owned or leased by Bowling Green State University, including those at the BGSU Firelands campus.