

State University of New York / College at Old Westbury

Old Westbury
Long Island, New York 11568
Telephone (516) 876-3000

MEMORANDUM

TO: Members of the Committee on Faculty Personnel Matters

FROM: G. E. Young Sing, Chair, Faculty Council *Plugging*.

DATE: June 12, 1990

RE: Statement on sexual harassment of students

At its meeting on Friday, 18th May, 1990, the Faculty Council discussed a statement on sexual harassment of students (enclosed) submitted by the chair of the Committee on Faculty Personnel Matters, M. Feder-Marcus. Council made appropriate changes before approving it. The approved statement is also enclosed.

Council discussed at some length the procedures to be established for handling complaints of sexual harassment. The procedural steps articulated by the Personnel Committee in a memorandum dated June 6, 1989 (enclosed) and repeated in the original statement on harassment will not suffice for obvious reasons. One can hardly expect a victim of sexual harassment to try to resolve the matter by approaching first "the faculty member against whom the complaint is made." Clearly, different procedures are necessary and they should ensure a full hearing to both the student and the faculty member in such a way that the rights of the two parties are protected.

On behalf of the Faculty Council, I am asking you to take this matter up as soon as the Committee on Faculty Personnel Matters convenes in September. Council continues to be interested in expanding the provisions of the June 6, 1989 memorandum to include sexual harassment complaints and appropriate procedures that a complete procedural document may be presented to the Faculty. Indeed, a year has passed since Council broached this issue with the Committee, and even more since it was raised with Council by Dean Garrity. Her interest lies in publishing the College's position in the Student Handbook and College catalogue. Hopefully, by treating the matter as the first item of Committee business in the Fall, we will be able to bring it to closure before that semester is over.

Thanks in advance for your cooperation.

GEYS:jls

cc: E. Garrity, Dean of Instruction

Faculty Personnel Matters Committee: Statement
for Student Handbook and College Catalog

The State University of New York College at Old Westbury does not discriminate in its education programs on the basis of race, religion, sex, color, national origin, age, disability, marital status, status as a disabled or Vietnam-era veteran. The State of New York prohibits discrimination on the basis of sexual preference. The College is deeply committed to the spirit of affirmative action and the enforcement of equal opportunity laws.

Sexual harassment of students by faculty or administrators that imposes a requirement of sexual cooperation as a condition of academic advancement is intolerable. The College is fully committed to the prevention and elimination of all forms of sexual harassment.

The Committee on Faculty Personnel Matters hears student appeals regarding possible abridgment of these standards by members of the faculty. Students wishing to file an appeal must file a written statement which includes an outline of the matter for which a hearing is requested and a statement that all regular academic channels have first been approached. Those channels (in order) are: the faculty member against whom the complaint is made, program of the faculty involved, Dean of Instruction, and the Academic Vice President.

*Submitted to the Faculty Council
in May 1990 & dealt with
at Council's meeting of
Friday 18th May, 1990.*

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Sexual harassment of students by faculty or administrators (such as imposing a requirement of sexual cooperation as a condition of academic advancement) is intolerable. The College is fully committed to the prevention and elimination of all forms of sexual harassment.

The Committee on Faculty Personnel Matters hears student complaints regarding possible abridgment of these standards by members of the faculty. Students wishing to file a complaint must submit a written statement which includes an outline of the matter for which a hearing is requested. The statement will be delivered to the Faculty Secretary (Room B132a) for transmission to the Committee.

*Approved by the Faculty Council
on Friday 12th May, 1970.*

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M E M O R A N D U M

TO: Barry Armandi, Chair
Faculty Council

FROM: Anne Barstow, Chair
Committee on Faculty Personnel Matters

DATE: June 6, 1989

RE: Procedures for Hearing Student Complaints Against Faculty Members, to be added to the Faculty Rights and Responsibilities Document, as Item III (Following P.4)

The Committee on Faculty Personnel Matters has established the following procedures for handling student appeals regarding members of the faculty.

Procedures:

- I. Students appealing to the Committee must file a written statement which includes:
 - a. An outline of the matter for which a hearing is requested.
 - b. A statement indicating that all regular academic channels have first been approached. Those channels (in order) are the:
 1. faculty member against whom the complaint is made
 2. program of the faculty involved
 3. Dean of Instruction
 4. Academic Vice President

Note that a question about a grade is not an appropriate area of complaint.
- II. Upon receipt of the student appeal, the Committee will ascertain that the matter involved relates to the faculty rights and responsibilities in regard to students as outlined in the Faculty By-Laws and that all regular academic channels have been approached and that they have failed to resolve the students' complaint.

- III. Those appeals which are found to be unresolved after all academic channels have been approached will then be heard by the Committee.
- IV. Hearings will observe the following guidelines:
 - a. A schedule will be established to insure that all parties involved in the matter have an opportunity to be heard by the Committee.
 - b. The Committee will prepare a written recommendation which will be forwarded to the student and faculty involved in the matter. Copies will be sent to the Program involved, the Dean of Instruction and the Academic Vice President.

AB: jls

cc: Dean of Instruction