

To: Wellesley College Community

From: Andrew Shennan, Provost  
Debra Demeis, Dean of Students  
Eloise See McGaw, Assistant Vice President and Director of Human Resources and Equal Opportunity

Date: September 1, 2011

**Re: Wellesley College's Policy Against Sexual Harassment and Other Unlawful Harassment, Discrimination and Retaliation**

Wellesley College is committed to providing all members of its community a learning and working environment free from sexual harassment and unlawful discrimination. Please find attached a copy of the College's policy against sexual harassment, unlawful discrimination, and retaliation. It is important that you read and familiarize yourself with our policy prohibiting these behaviors. The policy can also be viewed on the College website at

<http://web.wellesley.edu/CMSPortalWeb/ShowProperty/BlueLive/binaries/departments/humanresources/files/policies/harassment-policy-updated-final-08152011.pdf>

Sexual harassment and discrimination awareness training is essential for all College employees. To make this training as accessible as possible, it will be offered as an online training program through United Educators. Reports of those who complete the program will be sent to the Provost's Office and the Human Resource Office, who will follow up to get feedback on the program and to assure compliance by all employees. To begin the online program, please click [here](#).

Sexual harassment is the unwelcome request for sexual favors when submission to such requests is made a condition of continued employment or advancement in terms of employment or education. It is also the unwelcome, persistent conduct of a sexual nature that substantially impairs the academic or work environment for students, faculty, and/or staff, creating what is sometimes called a hostile work and learning environment. Treating faculty, staff, or students differently in the terms or conditions of their employment or education on the basis of their race, color, gender, age, sexual orientation, religion, ethnic or national origin, physical or mental disability, genetic information, veteran's status, membership in uniformed services, or any other protected status constitutes unlawful discrimination. Sexual harassment, unlawful discrimination, and retaliation are against the law, and they are expressly forbidden by College policy.

If you suspect that you or someone you know is being sexually harassed or unlawfully discriminated or retaliated against, please contact one of the individuals listed in Section X of the policy. Even if you know a situation does not rise to the level of sexual harassment, unlawful discrimination and/or retaliation, it is important that you contact one of these individuals if you believe that you or someone else is being harassed and/or unduly intimidated. The College views such allegations as very serious, and every effort will be made to address these concerns quickly, discreetly, and in a manner that safeguards all parties.