

## **BERKELEY COLLEGE Equal Opportunity Policy**

### **Purpose**

Recognizing that its diversity greatly enhances the workplace and opportunities for learning, Berkeley is firmly committed to providing all associates, including faculty, and students equal access to its programs, resources, opportunities, and facilities.

### **Scope**

This Policy applies to all Berkeley College students, trustees and associates and all BES directors and associates. For purposes of this Policy and any procedures promulgated in connection with it, the term "College" shall include Berkeley College and BES, the associates of which shall be collectively referred to as "associates."

### **A. Prohibited Conduct**

Discrimination or harassment based on sex, gender (including gender identity or expression), sexual orientation, pregnancy, race, color, creed, religion, national origin, age, genetic characteristics, ancestry, disability, veteran status, marital status, civil union or partnership status, alienage or citizenship status are prohibited by various federal and state laws including, without limitation, Title VII of the Civil Rights Act of 1964 (associates) and Title IX of the Education Amendments of 1972 ("Title IX"). Sexual assault, dating violence, domestic violence and stalking are prohibited by various federal and state laws, including but not limited to the Violence Against Women Reauthorization Act of 2013 ("VAWA").

**The College prohibits (a) discrimination or harassment on the basis of sex, gender (including gender identity or expression), sexual orientation, pregnancy, race, color, creed, religion, national origin, age, genetic characteristics, ancestry, disability, veteran status, marital status, civil union or partnership status, alienage or citizenship status; (b) sexual assault (which is a form of sexual/gender harassment that includes unwelcome physical contact of a sexual nature); (c) sexual exploitation (which is a form of discrimination on the basis of sex); (d) domestic violence and dating violence (collectively referred to in this Policy as "intimate partner violence"); (e) stalking; (f) bullying of students by other students, including but not limited to cyber-bullying; and (g) retaliation for complaints, reports, or testimony in connection with this Equal Opportunity Policy. Violations of this Policy may result in disciplinary action, including but not limited to termination of employment (associates) or dismissal from the College (students).**

This Policy declares the College's goal to achieve zero tolerance with regard to such prohibited conduct; but it is not designed or intended to limit the authority or discretion of College officials with regard to decisions about discipline, discharge, or other corrective action concerning conduct that the College deems unacceptable.

## **Title IX Coordinators:**

The following individuals are designated by the College to address inquiries and complaints related to **Title IX (sexual discrimination, sexual harassment, sexual exploitation or sexual assault)** and **VAWA (sexual assault, intimate partner violence and stalking)**:

**Students** should direct Title IX and VAWA inquiries and/or complaints to the **Deputy Title IX Coordinators for Students:**

**(New York)** LaTysha Gaines, MPA, Assistant Vice President, Student Development and Campus Life, [LaTysha-Gaines@BerkeleyCollege.edu](mailto:LaTysha-Gaines@BerkeleyCollege.edu), 212-986-4343 ext. 4218.

**(New Jersey)** Jason H. Smith, EdD, Assistant Vice president, Student Development and Campus Life, [Jason-Smith3@berkeleycollege.edu](mailto:Jason-Smith3@berkeleycollege.edu), 973-642-3888 Ext. 6184.

**Associates** should direct Title IX and VAWA inquiries and/or complaints involving themselves or other associates to the **Deputy Title IX Coordinator for Associates:** Karen Carpentieri, Vice President of Human Resources, [kjc@berkeleycollege.edu](mailto:kjc@berkeleycollege.edu), 201-291-1111 x5162.

Students and/or associates may also direct Title IX and VAWA related inquiries or complaints to the designated **Title IX Coordinator** who oversees the Deputy Title IX Coordinators and who oversees Title IX/VAWA compliance at Berkeley College: Dallas F. Reed, Ph.D., Vice President, Student Development and Campus Life, who can be reached at [titleixcoordinator@berkeleycollege.edu](mailto:titleixcoordinator@berkeleycollege.edu), 212-986-4343 x4211.

## **B. Definitions**

For purposes of this Policy and related procedures, the following definitions apply:

- 1. Discrimination Based on Sex, Gender (Including Gender Identity or Expression), Sexual Orientation, Pregnancy, Race, Color, Creed, Religion, National Origin, Age, Genetic Characteristics, Ancestry, Disability, Veteran Status, Marital Status, Civil Union or Partnership Status, Alienage or Citizenship Status**

Discrimination based on sex, gender (including gender identity or expression), sexual orientation, pregnancy, race, color, creed, religion, national origin, age, genetic characteristics, ancestry, disability, veteran status, marital status, or civil union or partnership status, alienage or citizenship status, involves the unequal treatment of an individual – for example, granting or denying opportunities, benefits, or services in the workplace, academic pursuits, or College-sponsored social situations - because of one or more of those characteristics.

- 2. Sexual Harassment**

Sexual harassment may involve an attempt by someone in a position of power to require sexual favors in exchange for providing opportunities, benefits or services, or alternatively, denying said opportunities, benefits or services when such sexual advances have been rejected. Sexual harassment may also involve unwelcome verbal, physical or

expressive behavior of a sexual nature (including, but not limited to, graphic verbal commentary about a person's body; sexually degrading words to describe an individual; the display of sexually suggestive objects or pictures; repeated and unwelcome flirtation or requests for "dates"; sexual slurs and jokes; inquiries about a person's sexual habits; and unnecessary touching) that is sufficiently severe, persistent or pervasive as to create a hostile employment environment or unreasonably interfere with a student's ability to participate in or benefit from the College's educational programs or activities. Sexual harassment can also include sexual assault.

### **3. Sexual Exploitation**

Sexual exploitation, which is a form of discrimination on the basis of sex, means taking sexual advantage of another person and includes, without limitation: recording, photographing and/or transmitting images of private sexual activity and/or the intimate parts of another person(s) via web-cam, camera, cell phone, Internet, etc., without the knowledge and consent of all persons; allowing third persons to observe private sexual acts or nudity without the knowledge and consent of all persons; and indecent exposure.

### **4. Sexual Assault**

Sexual assault is a crime prohibited by state law, and is also considered a form of sexual harassment prohibited by Title IX of the Education Amendments of 1972 (Title 20 U.S.C. Sections 1681-1688) and the VAWA. Sexual assault includes any sexual act directed against another person involving the use of force; against that person's will; in violation of law; or under circumstances where the victim is deemed physically, mentally, or legally incapable of giving consent.

### **5. Affirmative Consent**

Consent to a sexual act requires a clear, affirmative, current, and mutual agreement to take or permit such action. Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent; nor does a person's manner of dress, previous conduct, voluntary participation in other activities, or consent to another sexual act. The definition of affirmative consent does not vary based upon an individual's gender, sexual orientation, gender identity, or gender expression. Although consent need not be verbal, verbal communication is often the most reliable means of ensuring consent to sexual activity.

Consent to sexual activity may be withdrawn at any time, in which case the activity must cease immediately; and it cannot be obtained by physical force, threats, or intimidation; and it cannot be given by a person who is under the legal age of consent or incapacitated by alcohol or drug usage, disability, or other circumstances that would seriously compromise a reasonable person's ability to make decisions.

## **6. Intimate Partner Violence**

Intimate partner violence, which is also referred to as dating violence, domestic violence and relationship violence, can be a state law crime and is prohibited by the VAWA. It includes any act of violence or threatened violence against an individual by a person who is, or has been, involved in a sexual, dating, domestic or other intimate relationship with that individual. Intimate partner violence can encompass a broad range of behavior, including but not limited to physical violence, sexual violence, emotional violence and economic abuse. It may take the form of threats, assault, property damage, and violence or threat of violence to one's self, one's sexual or romantic partner or to the family members or friends of the sexual or romantic partner. The offending act need not be sexual in nature to be considered "intimate partner violence" if it occurs within or in connection with a past or present sexual or romantic relationship.

## **7. Stalking**

Stalking, which can be a state law crime and is prohibited by the VAWA, is generally a pattern of repeated and unwanted attention, harassment, communications, contact or any other course of conduct directed at a specific person that would cause a reasonable person to become alarmed or be in fear of harm or injury, including physical, psychological, or emotional harm. Stalking may include repeatedly telephoning or following someone in a way that causes them alarm or discomfort or cyber-stalking, a particular form of stalking in which electronic media such as the Internet, social networks, blogs, cell phones, texts or other similar devices or forms of contact are used to pursue, harass, intimidate, threaten or make unwelcome contact with another person. Stalking generally involves one person's obsessive and unwanted behavior toward another person.

## **8. Bullying**

Bullying generally includes any gesture, any oral, written, or electronic communications, or any physical act by a student of the College against another student or group of students of the College, whether it be a single incident or a series of incidents, that is reasonably perceived as being intended to maliciously harass, insult, defame, intimidate, or embarrass such student or group of students in a way that could disrupt or interfere with the orderly operation of the College.

## **9. Disability**

Consistent with the governing laws and regulations, a disability is a physical or mental impairment that is expected to or does limit one or more major life activities or major bodily functions for a period of more than 6 months; a record of such an impairment; or being regarded as having such an impairment. Medical documentation may be required to substantiate a disability.

### **C. Registered Sex Offenders**

Federal regulations also require the College to inform you that registered sex offenders are listed on the Internet at [njsp.org/info/reg\\_sexoffend.html](http://njsp.org/info/reg_sexoffend.html) (New Jersey) and <http://criminaljustice.state.ny.us/nsor> (New York).

### **D. Reasonable Accommodation of Disabilities**

Reflecting the College's unwavering commitment to equal opportunity for all students and associates, Berkeley is committed to providing equal access to College programs, events, classes, activities and employment for qualified individuals with disabilities. In accordance with the Americans with Disabilities Act ("ADA") and Section 504 of the Rehabilitation Act of 1973, the College makes every reasonable effort to offer equal employment or educational opportunities to qualified associates and students, respectively, with documented disabilities. While associates and students are expected to meet the institution's employment or academic standards and requirements, respectively, the College encourages associates and students with documented disabilities who seek reasonable accommodations to submit their requests and documentation as soon as the need becomes apparent, so that the circumstances may be evaluated in a timely manner. Berkeley College will strive to make reasonable modifications to its policies, practices, and procedures unless, in the sole discretion of the College, doing so would fundamentally alter the nature of the service, program, or activity, or pose an undue administrative or financial burden.

### **E. Equal Opportunity Procedures**

The College has adopted procedures to implement this Policy. Equal Opportunity Complaint Procedures for both associates and students and Procedures for Requesting a Reasonable Accommodation of Disabilities are available at [http://berkeleycollege.edu/files\\_bc/Equal\\_Opportunity\\_Complaint\\_Procedures\\_Associates.pdf](http://berkeleycollege.edu/files_bc/Equal_Opportunity_Complaint_Procedures_Associates.pdf) and [http://berkeleycollege.edu/files\\_bc/Equal\\_Opportunity\\_Complaint\\_Procedures\\_for\\_Students.pdf](http://berkeleycollege.edu/files_bc/Equal_Opportunity_Complaint_Procedures_for_Students.pdf)

In the event that a Title IX or VAWA related complaint arising under this Policy involves both a student and an associate, the Equal Opportunity Complaint Procedures for Students shall be followed. In such instances, the Deputy Title IX Coordinator for Associates (or her delegate) and the Deputy Title IX Coordinator for Students shall work together in the investigation and disposition of the complaint.

Consistent with guidance furnished by the United States Department of Education, matters involving alleged violations of Title IX and VAWA will be investigated promptly and adjudicated using a "preponderance of the evidence" standard, meaning that it appears more likely than not that the violation occurred. The parties' prior sexual history shall not be deemed relevant to any determination reached. Such matters will be resolved within 60 days whenever practicable; however, the College will cooperate with requests from law enforcement to delay such proceedings in order to facilitate ongoing criminal investigations, resuming the process as soon as reasonably possible thereafter. Matters involving sexual assault will not be resolved through mediation or other informal processes.