

## APPENDIX F

### Healthy Workplace

**Section 1.** Western Oregon University is committed to having a positive learning and working environment for its students, faculty and staff. All individuals have the right to enjoy an environment free from all forms of conduct that can be considered harassing, threatening or intimidating. In addition, academic freedom can exist only when every person is free to pursue ideas in a non-threatening atmosphere of mutual respect. WOU is committed to protecting the academic freedom and freedom of expression of all members of the school community and this section on healthy workplace environments will be applied in a manner that protects those freedoms. Bullying and/or abusive conduct is reprehensible and threatening to the careers, educational experience, and wellbeing of all members of our community and will not be tolerated. This article is in addition to the Western Oregon University Sexual Harassment and Discriminatory Harassment policies.

**Section 2.** Bullying and/or abusive conduct is behavior that creates an intimidating environment and is likely to interfere with an individual's work or education. This conduct can be verbal, visual, physical or communicated in writing or electronically. Such conduct is typically directed against a particular individual or individuals. It includes, but is not limited to, situations in which one person has authority over another. In such situations, abusive conduct is particularly serious because it may unfairly exploit the power inherent in a supervisor's position.

- A. Examples of conduct that may be considered bullying/abusive include but are not limited to:
1. threatening or intimidating behavior or words (written or oral);
  2. obscenities/profanities (verbal or gestures) directed at a person;
  3. threatening or obscene gestures, jokes, or cartoons;
  4. degrading a person or a group on the basis of a personal or cultural characteristic;
  5. taunting, jeering, mocking, or humiliating another person through acts or words;
  6. screaming and/or yelling at others;
  7. insulting someone, especially in the presence of others; and
  8. endangering the safety of an individual or individuals.

**Section 3.** In considering a complaint under this policy, the following understandings shall apply:

- A. Abusive conduct must be distinguished from behavior which, even though unpleasant or disconcerting, is appropriate to the carrying out of certain instructional, advisory, or supervisory responsibilities.
- B. Instructional responsibilities require appropriate latitude for pedagogical decisions concerning the topics discussed and methods used to draw students into discussion and full participation.
- C. The fact that someone did not intend to be abusive is generally not considered a sufficient defense to a complaint, although the reasonableness of the accuser's perceptions may be considered. In most cases, it is the characteristics and the effect of the behavior on the complainant and whether a reasonable person would find the conduct abusive that determines whether the behavior was abusive.

**Section 4.** Western Oregon University can respond to specific instances and allegations of abusive conduct only if it is aware of them and therefore encourages anyone who believes that they have experienced abusive conduct to come forward promptly with inquiries, reports, or complaints and to seek assistance. Once a complaint is received, it is the responsibility of the dean, division chair, or

similar administrator to respond to the allegations and reports of abusive conduct and take corrective action, as outlined in Article 10 sections 3-6 as appropriate, or to work with WOU Human Resources to develop such a response and corrective action. All complaints and their resolution must be reported to WOU Human Resources.