



UVICARES

University of the Virgin Islands 

UVI Sexual Misconduct Policy

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UVI SEXUAL MISCONDUCT POLICY

SECTION I:

Policy Statement, Scope &
Definitions



A. Policy Statement

The University of the Virgin Islands (UVI) strictly prohibits any acts of:

**Sexual
Misconduct**

OR

**Sexual
Harassment**

Sexual misconduct in the workplace is unacceptable and will not be tolerated in any form. It is our goal to build on the positive environment that exists at the University of the Virgin Islands and ensure that it remains a safe and inviting place to study, work and meet.

B. Scope

This policy applies to all members of the University of the Virgin Islands (UVI) community in both on-and off- campus sponsored events and activities, or through the use of electronic and/or digital media.

Members of the UVI community are encouraged to promptly report observance of and/or complaints about sexual harassment, sexual misconduct, and unlawful sexual contact to any of the following:

- **Supervisor or Manager**
- **Title IX Coordinator**
- **EEO Officer**
- **Human Resources, or**
- **Other UVI administrator/official**

C. Definitions

Sexual Misconduct

Sexual misconduct is defined as non-consensual physical contact of a sexual nature.

Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature.

1. Sexual Misconduct

Sexual Misconduct

Sexual misconduct is defined as non-consensual physical contact of a sexual nature.

Examples of Sexual Misconduct include:

- Acts using force
- Threat
- Intimidation
- Advantage gained by the offended party's mental or physical incapacity or impairment
- Use of any drug, including alcohol, judged to be related to the commission of an offense

2. Sexual Harassment



Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature.

Examples of Sexual Harassment include:

- i. Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.
- ii. Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
- iii. The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.

2. Sexual Harassment



Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature.

Examples of Sexual Harassment include: (Cont'd)

- iv. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the education institution.
- v. Other Examples:
 - 1) Unwelcome sexual propositions, invitations, solicitations, and flirtations.
 - 2) Threats or insinuations that a person's employment or academic life may be adversely affected by not submitting to sexual advances.

3. Forms of Gender-based or Sexual Misconduct Include:

- i. **Sexual Harassment:** Unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, denies, or limits someone's ability to participate in or benefit from an educational program or activity.
- ii. **Non Consensual Sexual Contact:** Any intentional sexual touching, however slight and with any object or body part, that is without consent (as defined below) and/or by force or coercion. This includes intentional contact with breasts, buttocks, groin, mouth, or genitals, as well as any other intentional bodily contact that occurs in a sexual manner.
- iii. **Non Consensual Sexual Intercourse:** Any sexual penetration or copulation, however slight and with any object or body part that is without consent and/or by force or coercion. Intercourse includes anal or vaginal penetration by a penis, object, tongue, or finger, and oral copulation (mouth and genital/anal contact), no matter how slight the penetration or contact.

3. Forms of Gender-based or Sexual Misconduct Include: (Cont'd)

- iv. **Sexual Exploitation:** Taking non-consensual or abusive sexual advantage of an individual to benefit anyone other than the person being exploited. Examples include: invading privacy, video or audio recording of sexual acts without consent, knowingly transmitting a Sexually Transmitted Infection (STI), sexually based stalking or bullying, or exposing one's genitals.
- v. **Non-Consensual Sexual Expressions:** (a) Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene phone calls.) (b) Sexually suggestive objects, pictures, videotapes, audio recordings, and electronically-generated communications, or literature placed in the work or study area that may embarrass or offend individuals. Materials with sexual content that are used or displayed in an educational setting must be related to educational purposes.

3. Forms of Gender-based or Sexual Misconduct Include: (Cont'd)

- vi. **Other gender-based Misconduct:** Physical harm, extreme verbal abuse, or other conduct that threatens the health or safety of any person on the basis of actual, expressed, or perceived gender identity, including:
 - a. **Discrimination:** actions that deprive others of access, benefits, or opportunities based on irrelevant criteria
 - b. **Hazing:** acts likely to cause physical or psychological harm or social exclusion or humiliation
 - c. **Bullying:** repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control or degrade another person physically or mentally

3. Forms of Gender-based or Sexual Misconduct Include: (Cont'd)

- vi. **Other gender-based Misconduct (continued):** Physical harm, extreme verbal abuse, or other conduct that threatens the health or safety of any person on the basis of actual, expressed, or perceived gender identity, including:
 - d. **Intimate Relationship Violence:** violence between those in a sexual and/or comparably personal and private relationship
 - e. **Stalking:** repeated or obsessive unwanted attention or a menacing pursuit directed toward an individual or group that is likely to cause alarm, fear, or substantial emotional distress. Stalking may take many forms, including following, lying in wait, monitoring, and pursuing contact. Stalking may occur in person or through a medium of communication, such as letters, e-mail, text messages, or telephone calls. In some circumstances, two instances of such behavior may be sufficient to constitute stalking.

4. Unlawful Sexual Misconduct

The University of the Virgin Islands will be guided by the relevant University policy in addressing instances of unlawful sexual conduct by any University student or employee.

Examples of unlawful sexual contact, which may also violate this policy on Sexual Harassment, may include, but are not limited to:

- **Acts of force, coercion, or intimidation when used to accomplish unlawful sexual contact;**
- **Physical contact that includes touching, assaulting, impeding or blocking movements. Such acts include but are not limited to rape, assault to commit rape, sexual battery, aggravated sexual battery, statutory rape, sodomy and aggravated sodomy.**

5. Responsibility

Individuals who are aware of, or have experienced, an incident of sexual harassment or sexual assault should promptly report the matter to a

- **Supervisor,**
- **Manager,**
- **University Administrator,**
- **Human Resources, or**
- **University officials designated to receive informal or formal complaints**

Under this policy, a third party may also file a complaint if the sexual conduct of others in the education or work environment permeates the work or education environment, even if such conduct is not directed at the third party, but occurs in his or her presence, and has the purpose or effect of substantially interfering with the third party's welfare, or academic or work performance.

6. Retaliation

Retaliation is defined as any adverse action taken against a person participating in a protected activity because of their participation in that protected activity.

No employee, applicant for employment, student, vendor or member of the public shall be subject to restraints, interference, coercion or reprisal for action taken in good faith to seek advice concerning a sexual harassment matter, to file a sexual harassment complaint, or to serve as a witness or a panel member in the investigation of a sexual harassment grievance.

Retaliatory acts are a violation of federal law and the Virgin Islands Code and of this sexual harassment policy. Acts of retaliation should be reported immediately to the

- **Title IX Coordinator or**
- **University Administrator**

7. Malicious, False Accusations

Any person filing a complaint that is found to be false or brought with malicious intent will be subject to, but not limited to:

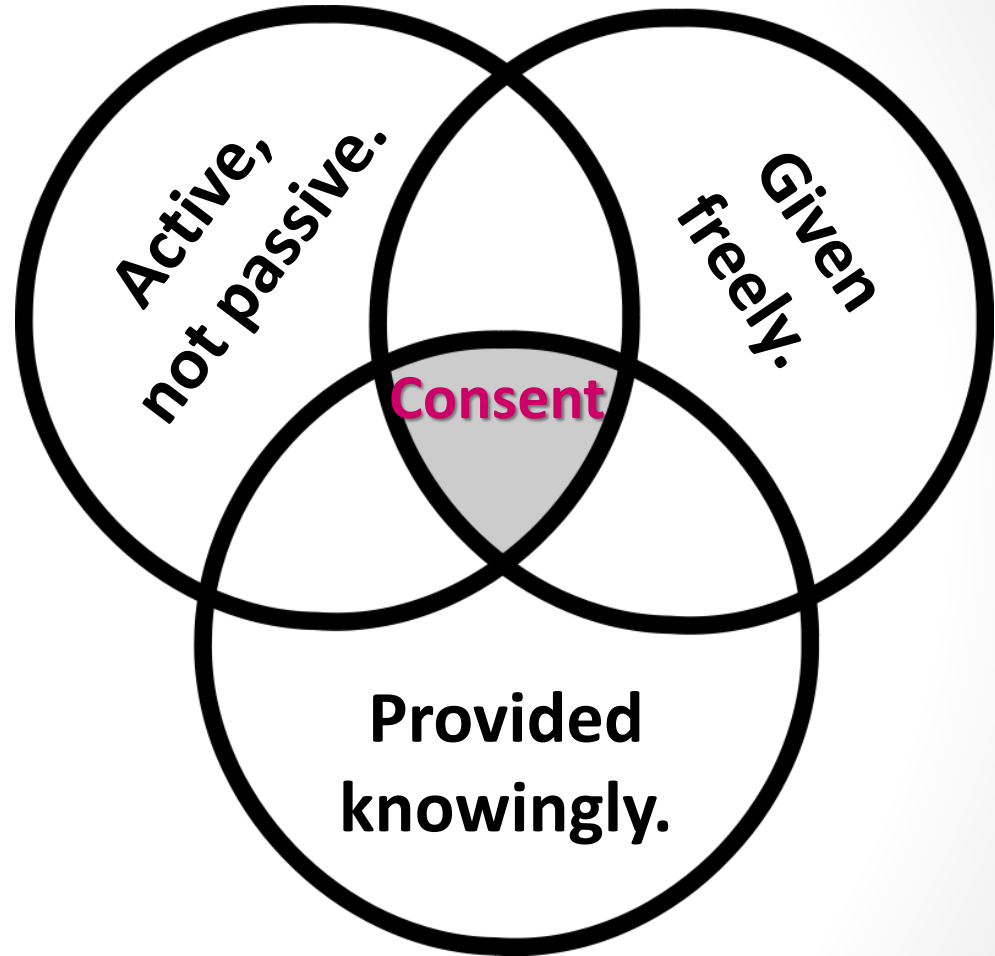
- **Transfer**
- **Disciplinary action:**
 - Written warning
 - Demotion
 - Suspension
 - Dismissal
 - Expulsion
 - Termination

8. What is Consent?

Consent is defined as permission to act.

It may be given by words or actions, as long as those words or actions create clear, mutually understood permission to engage in (and the conditions of) sexual activity.

A party granting consent as defined herein, retains the authority at all times to withdraw their consent.



8. What is Consent?

Consent is defined as permission to act. It may be given by words or actions, as long as those words or actions create clear, mutually understood permission to engage in (and the conditions of) sexual activity. A party granting consent as defined herein, retains the authority at all times to withdraw their consent.

1. STANDARDS FOR AFFIRMATIVE CONSENT

Consent MUST Be:

- a. **Active, not passive.** Silence, in and of itself, cannot be interpreted as consent. *There is no requirement that an individual resist a sexual act or advance, but resistance is a clear demonstration of non-consent.*
- b. **Given freely.** A person cannot give consent under force, threats, or unreasonable pressure (coercion). Coercion includes continued pressure after an individual has made it clear that he/she does not want to engage in the behavior.
- c. **Provided knowingly.** Legally valid consent to sexual activity cannot be given by: *(See conditions on next page.)*

8. What is Consent?

1. STANDARDS FOR AFFIRMATIVE CONSENT (Cont'd) -- Consent MUST Be:

- c. **Provided knowingly.** Legally valid consent to sexual activity cannot be given by:
- i. A person under the legal age to consent. In the United States Virgin Islands, the age of consent is 16 or
 - ii. An individual who is known to be (or based on the circumstances should reasonably be known to be) mentally or physically incapacitated. An incapacitated individual is someone who cannot make rational, reasonable decisions because he or she lacks the capacity to understand the “who, what, when, where, why, or how” of a sexual interaction. *This includes a person whose incapacity results from mental disability, sleep, involuntary physical restraint, unconsciousness, use of alcohol or other drugs.*
 - iii. Specific permission to engage in one form of sexual activity does not imply permission for another activity.
 - iv. Previous relationships or prior consent do not imply consent to future sexual acts. It is the responsibility of the initiator of the act to receive permission for the specific act. As a result, consent may be requested and given several times by multiple parties during a sexual encounter involving multiple acts.

D. Relevant Federal & Territorial Laws & University Policies

• Federal Law

- Title VII of the Civil Rights Act of 1964 (Employment)
- Title IX of the Education Amendments of 1972 (Education)

• Territorial Law

- Virgin Islands Code, Title 24, Chapter 17: Discrimination in Employment
- Virgin Islands Code, Title 10, Chapter 5: Civil Rights Commission
- Virgin Islands Code, Title 14, Chapter 85: Rape and Related Offenses

• UVI Documents

- Employee Policy Manual
- Faculty Policy Manual
- Student Handbook

UVI SEXUAL MISCONDUCT POLICY

SECTION II:

General Procedures and Information



A. Confidentiality and Reporting of Offenses Under this Policy

Three (3) options to report incidents of Sexual Misconduct:

1. Confidential Reporting
2. Informal Reporting
3. Formal Reporting

On campus, some resources may maintain confidentiality, offering options and advice without any obligation to inform an outside agency or individual unless the University employee, student or vendor have requested information to be shared.

University officials, depending on their roles at the University, have varying reporting responsibilities and abilities to maintain confidentiality. *(See Section II (B) for identification of those University officials who have an affirmative duty to report.)* University officials who have an affirmative duty to report are referred to herein as *Non-confidential* employees for purposes of the reporting obligations of this policy.

A. Confidentiality and Reporting of Offenses Under this Policy

• Confidential Reporting

On-Campus:

- Health Service Providers
- Counselors (*for students*)
- Human Resources (*for employees*)

Off-Campus:

- Local rape crisis counselors
- Domestic Violence Resources
- Local Assistance Agencies

• Informal Reporting

- Provides several avenues of communication, information and resolution.
- Early Resolution Process ensures alleged offending behavior ceases.
- No disciplinary action taken.
- ***Not intended for severe cases of sexual harassment/sexual assault.***

• Formal Reporting

- Complaints will be investigated and properly resolved.
- Anonymous reports can be made by victims and/or third parties, and may prompt investigation.
- Formal reporting still affords privacy to the reporter, and only a small group of officials who need to know will be told.

Extreme cases of immediacy or threat of danger or abuse of a minor will not be considered a confidential report.

B. Responsibilities of Managers and Supervisors

University Administrators, Deans, Directors, Cabinet members or Managerial or Supervisory employees have an

Affirmative Duty

to promptly report any Discrimination, Harassment, Retaliation or Sexual Assault that they:

- **Observe,**
 - **Learn about from others, or**
 - **Reasonably suspect has occurred**
- (with respect to any person covered by this Policy)*

C. Information, Counseling / Advocacy

1. Where to go for Help

Staff	Faculty	Students
<p>Report any instance in which you believe that you have been sexually harassed to:</p>		
<ul style="list-style-type: none"> • Deans of Schools and Colleges, • Chair of an academic department, • Supervisor or Manager, or • Representative from the Human Resources Department. 	<ul style="list-style-type: none"> • Deans of Schools and Colleges, • Chair of an academic department, • Supervisor or Manager, or • Representative from the Human Resources Department. 	<ul style="list-style-type: none"> • Deans of Schools and Colleges, • Chair of an academic department, • Any Student Advisor • Supervisor or Manager, or • Representative from the Human Resources Department.
<p><i>The University will notify everyone involved of the confidential nature of the process and that unauthorized disclosures of information concerning the investigation could result in disciplinary action.</i></p>		

The University is committed to handling a complaint with the highest level of professional integrity and confidentiality and to ensure due process to both the complainant and the respondent.

C. Information, Counseling / Advocacy

1. Where to go for Help (cont'd)

Staff	Faculty	Students
Complete Sexual Misconduct Report Form for Faculty and Staff, whether it is pursued formally or informally.	Complete Sexual Misconduct Report Form for Faculty and Staff, whether it is either part of the Early Resolution process or through the internal Grievance Procedure.	Complete Sexual Misconduct Report Form for Students, whether it is either part of the Early Resolution process or through the internal Grievance Procedure.
Human Resources will facilitate process with the Title IX Coordinator.	Matter will be addressed in coordination with Human Resources Department.	Dean of Students will facilitate the process with the Title IX Coordinator for formal complaints.
<p><i>Generally, the University will complete investigations within 45 business days, unless compelling reasons exist why the timeframe cannot be met. If there's a delay, the complainant will be apprised of the reason(s) for the delay.</i></p>		

Report an incident of sexual misconduct which may involve one personally or a third party as soon as possible after incident has occurred.

C. Information, Counseling / Advocacy

Special Note to Students

Under the U.S. Department of Education's Office of Civil Rights (OCR), Title IX, sexual harassment of students is considered a form of sexual discrimination, and as such is prohibited.

Once a "responsible employee" or an employee who is in a position to make a decision regarding an allegation of sexual harassment, has knowledge of such an incident involving a student, UVI is obligated to investigate the complaint.

UVI is obligated to investigate the complaint and timely and effectively address the matter with corrective action, such that the sexual harassment does not recur, and a hostile environment is either not established or is removed. This obligation exists whether a student decides to follow the early resolution or formal grievance process.

C. Information, Counseling / Advocacy

2. General Information Applicable to Students, Faculty and Staff

The University provides opportunities for faculty, staff and students seeking information or needing advice and guidance on issues related to sexual harassment to speak with a liaison. *(See Appendix I.)*

In addition, a copy of the University's Sexual Misconduct Policy may be found on the website www.uvi.edu, in the University's libraries, the Student Affairs Office, the Human Resources Department, and the offices of the Title IX Coordinators.

C. Information, Counseling / Advocacy

Responsibilities/Role of Key Persons

Title IX Coordinator:

- Investigate reports of possible misconduct.
- Meet with the victim of the reported sexual misconduct, known as the “complainant,” the party against whom a complaint is brought, known as the “respondent” and applicable witnesses.

Liaisons:

- Key contact personnel from varied constituency groups.
- Serve as resource personnel and are not to be viewed as confidential employees.
- Have an affirmative duty to report.

UVI SEXUAL MISCONDUCT POLICY

SECTION III: Resolution Process



I. Sexual Harassment Complaint Resolution Procedures

- A. Early Resolution**
- B. Formal Grievance**
- C. Appeals**
- D. Procedures for Appeals**
- E. Decision of the President**

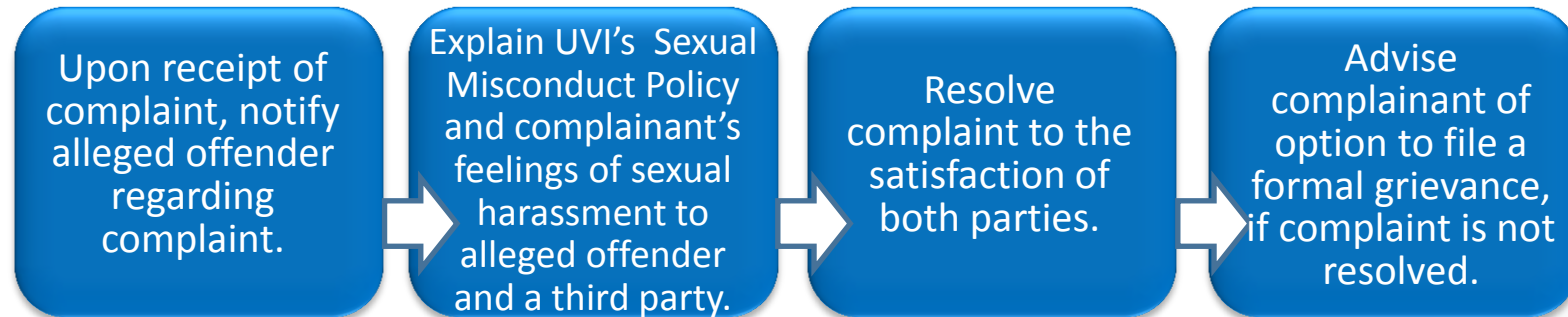
A. Early Resolution

Informal Reporting

- Provides several avenues of communication, information and resolution.
- Early Resolution Process ensures alleged offending behavior ceases.
- No disciplinary action taken.

Not intended for:

- *Severe cases of sexual harassment/sexual assault,*
- *Cases where alleged victim has filed a previous sexual harassment complaint, or*
- *Where alleged harasser has had a previous sexual harassment complaint filed against him or her.*



Once invoked, a party may withdraw from the Early Resolution procedures and formally request complaint be considered under the Formal Investigation procedures.

A. Early Resolution

Should not be used for **severe cases of unwelcomed conduct of a sexual nature** such as:

- Physical touching;
- Display or dissemination of sexually suggestive objects, photographs, cartoons, posters, videotapes, audio recordings, emails, or other material of a sexual nature that is degrading, derogatory or inappropriate in the work or academic environment (except material used in the furtherance of work or the academic subject)
- Any incident involving the presence or dissemination of pornographic material;
- Any incident that is coupled with threats of physical violence or bodily harm; or
- A threat or actual adverse employment action or the unreasonable interference with, denial or limitation on an employee, student or vendor's ability to participate in or benefit from an educational program or activity.

The list above, for purposes of Section III (A), is not intended as an exhaustive list.

B. Formal Grievance Procedure

	Notification	Investigation	Recommendation	Decision
Formal Complaint (Initiated by written submission or orally.)	A Human Resources representative will be present when the respondent is advised of the allegations, process to be followed for investigations and the appeals process.	Investigation of allegations will be thorough, reliable and impartial. Statements will be compiled and reviewed.	A detailed report containing investigative findings and recommendations submitted to Provost for review and determination.	Provost's findings and decision should be communicated to both parties, complainant and respondent, and copied to Title IX Coordinator, in writing, via certified mail and by hand delivery, if possible.
Title IX Coordinator	Advise respondent (accused) of allegations.	Interview all persons who have or may have knowledge of facts.	Forward recommendation to Provost.	Custodian of the files and records of matters under this procedure.
Business Days	At the onset of the investigations.	Within five (5) business days from receipt of complaint.	Within fifteen (15) business days receipt of complaint.	Within fifteen (15) business days of receipt of recommendation.

If either party disagrees with the decision, a notice of appeal must be served upon the Provost within five (5) business days of receipt of the decision, if not decision becomes final.

B. Formal Grievance Procedure

	Notification	Investigation	Recommendation	Decision
Formal Complaint (Initiated by written submission or orally against the Title IX Coordinator)	A Human Resources representative will be present when the respondent is advised of the allegations, process to be followed for investigations and the appeals process.	Investigation of allegations will be thorough, reliable and impartial. Statements will be compiled and reviewed.	A detailed report containing investigative findings and recommendations submitted to Provost for review and determination.	Provost's findings and decision should be communicated to both parties, complainant and respondent, and copied to Title IX Coordinator, in writing, via certified mail and by hand delivery, if possible.
Substitute* Title IX Coordinator	Advise respondent (accused) of allegations.	Interview all persons who have or may have knowledge of facts.	Forward recommendation to Provost.	Custodian of the files and records of matters under this procedure.
Business Days	At the onset of the investigations.	Within five (5) business days from receipt of complaint.	Within fifteen (15) business days receipt of complaint.	Within fifteen (15) business days of receipt of recommendation.

*In the event a complaint pursuant to this Policy is made against the Title IX Coordinator, the University President shall designate a substitute Title IX Coordinator and follow the process set forth above.

B. Formal Grievance Procedure

	Investigation	Recommendation	Report	Decision
Formal Complaint (Initiated by written submission or orally against the Provost or the President.)	Chairperson of the UVI Board of Trustees shall designate an Investigator.* Investigator with interview all persons who have or may have knowledge of facts.	Investigator shall submit Findings/ Recommendations to Chairperson of the UVI Board of Trustee.	Chairperson, in consultation with legal counsel, shall prepare a report and determination for consideration by Executive Committee of the Board of Trustees.	Decision of Executive Committee of the Board of Trustees shall be subject to review and ratification or modification by the Board of Trustees and its decision shall be final.
Business Days	*Within seven (7) business days of such complaint.	Within fifteen (15) business days receipt of complaint.	Within fifteen (15) business days of receipt of recommendation.	Decision of the Board of Trustees is FINAL.

C. Appeals

To the Faculty Grievance Committee (FGC)

- Party appealing Provost decision must be a Faculty member and Respondent,
- Appeal must be in writing and must state:
 - Nature of the Complaint
 - Grounds upon which appeal is made
 - Remedy sought, if applicable.

Appeal Presented to

Faculty Grievance Committee (FGC)

FGC Hearing:
Review findings and decision of Provost.

(Within 10 business days)

FGC Submit Written Recommendation
to Complainant, Respondent and President.

(No later than 5 business days)

Complainant or Respondent may appeal to President.

(Within 3 business days of receipt of FGC recommendation)

C. Appeals

To the Personnel Review Committee (PRC)

- Respondents, except faculty members, may appeal to the Personnel Review Committee.
- Appeal must be in writing and must state:
 - Nature of the Complaint
 - Grounds upon which appeal is made
 - Remedy sought, if applicable.

The Personnel Review Committee shall consist of (3) three members* selected and appointed by the President, made no more than (5) business days after the appeal is filed with Provost.

Appeal Presented to

Personnel Review Committee (PRC)

PRC Hearing:
Give Complainant and Respondent opportunity to present evidence.

(Within 10 business days)

PRC Submit Written Recommendation
to Complainant, Respondent and President.

(No later than 5 business days)

Complainant or Respondent may appeal to President.

(Within 3 business days of receipt of PRC recommendation)

**In the case of the respondent, who is a student, the President shall include no less than one student as a member of the PRC.*

C. Appeals

To the President

- Either Complainant or Respondent may appeal recommendation of FGC or PRC.
- Appeal must be in writing and must state:
 - Nature of the Complaint
 - Grounds upon which appeal is made
 - Remedy sought, if applicable.

An appeal must be submitted within three (3) business days after the receipt of FGC or PRC recommendation, or it is untimely.

D. Procedures for Appeals to the Personnel Review Committee

1.

- **Notification of Charges**
- PRC Chair will send letter to the parties of time, date and location of the hearing. Attendance is mandatory. If any party does not appear at the scheduled hearing, the hearing will be held in their absence.
- Parties are expected to ask and respond to questions on their own behalf.

2.

- **Hearing Procedures**
- Hearings will be conducted in private.
- Participants at the hearing will be the PRC Chair and members, Human Resources Director, Title IX Coordinator, the complainant, respondent(s), and witnesses.

3.

- **Decisions**
- PRC will deliberate in a closed session.
- The PRC Chair will prepare a written deliberation report and deliver it to the President, detailing the findings of the PRC, how each member voted.

E. Decision of the President

The President will review the investigative findings and recommendations. The President may engage in a de novo review of the matter.

President shall
make a Final
Decision to:

Accept, reject, modify the
Committee's recommendations, or
may request further information.

If cases when the President's decision is appealable, a notice of appeal must be filed with the Board of Trustees within ten (10) days of receipt of the President's decision.

II. Education Programs

UVI seeks to achieve four (4) goals through its educational programs related to sexual harassment awareness:

1. **Notify individuals of conduct that is prohibited.**
2. **Ensure that all faculty, staff and students are aware of their rights.**
3. **Inform administrators about the proper way to address complaints of violations of this policy.**
4. **Help educate the faculty, staff and students about the issues addressed within this policy.**

Required sexual harassment awareness and prevention training, workshops, and professional development seminars will be available and scheduled during the academic year.

UVI SEXUAL MISCONDUCT POLICY

APPENDICES:



APPENDICES

Appendices

- I. Sexual Harassment Information Liaisons
- II. UVI Sexual Harassment Reporting Form for Faculty & Staff
- III. UVI Sexual Harassment Reporting Form for Students
- IV. References



I. Sexual Harassment Information Liaisons

Name of Liaison	Email Address	Contact Number
St. Thomas Campus		
Dr. Aracelis Francis	afranc3@uvi.edu	(340) 693-1281
Ms. Jennifer Palmer Crawford	jpalmer1@uvi.edu	(340) 693-1196
Mr. Stevie Henry	shenry@uvi.edu	(340) 693-1033
Albert A. Sheen Campus		
Dr. Beverley Lansiquot	beverley.lansiquot@uvi.edu	(340) 692-4117 (340) 693-1296
Dr. David Santesteban	david.santesteban@uvi.edu	(340) 692-4139
Ms. Lois Sanders	lsander@uvi.edu	(340) 692-4096

Key contact personnel within the University.

II. UVI Sexual Harassment Reporting Form for Faculty and Staff

Directions:

1. Please obtain the UVI Sexual Harassment Reporting Form for Faculty and Staff from the UVI Sexual Misconduct Policy.
2. Report any instance in which you believe that you have been sexually harassed.
3. Your completed form should be submitted to any of the following individuals:
 - Deans of Schools and Colleges,
 - Chair of an academic department,
 - Supervisor or Manager, or
 - Representative from the Human Resources Department.

Please note, however, that the completion of this form is not required to report an incident involving sexual harassment or to lodge a complaint regarding sexual harassment.

III. UVI Sexual Harassment Reporting Form for Students

Directions:

1. Please obtain the UVI Sexual Harassment Reporting Form for Students from the UVI Sexual Misconduct Policy.
2. Report any instance in which you believe that you have been sexually harassed.
3. Your completed form should be submitted to any of the following individuals:
 - Deans of Schools and Colleges,
 - Chair of an academic department,
 - Any Student Advisor
 - Supervisor or Manager, or
 - Representative from the Human Resources Department.

Please note, however, that the completion of this form is not required to report an incident involving sexual harassment or to lodge a complaint regarding sexual harassment.

IV. References

1. Brown University Sexual Harassment Policy, September 2010.
2. Revised SexualHarassmentGuidance: Harassment of Students by School Employees, Other Students, or Third Parties: Title IX. January 2001. U.S. Department of Education, Office of Civil Rights.
3. The Ohio State University Sexual Harassment Policy 1.15 (Revised 2006). [hr.osu.edu/policyhome.htm]
4. V.I. Code Title 14, Chapter 85: Rape and Related Offenses. Sections 1699 – 1709. Michie’s Legal Resources. [<http://www.michie.com/virginislands>]
5. V.I. Code Title 10, Chapter 5: Civil Rights Commission. Sections 61-64a. Michie’s Legal Resources. [<http://www.michie.com/virginislands>]
6. Virgin Islands Code, Title 21, Chapter 17: Employment Discrimination – Rules and Regulations; V.I. Department of Labor, 1981.
7. V.I. Code. Title 21, Chapter 17: Discrimination in Employment. Sections 451 – 462. Michie’s Legal Resources. [<http://www.michie.com/virginislands>]
8. University of the Virgin Islands Employee Policy Manual.

For more information on the Sexual Misconduct Policy or to file a report:

ALBERT A. SHEEN CAMPUS

Emergency Contact:
Ext. 4444 (on-campus line)

Security Services:
(340) 692-4155

Counseling Services:
(340) 692-4187

Health Services:
(340) 692-4214

ST. THOMAS CAMPUS

Emergency Contact:
Ext. 1536 (on-campus line)

Security Services:
(340) 693-1530

Counseling Services:
(340) 693-1136

Health Services:
(340) 693-1124



SEXUAL ASSAULT # NOT@UVI