

UW Whitewater Police



Harassment

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Special Instructions:
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Approved By:
Chief Kiederlen

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I. Purpose

This order prohibits unlawful harassment in the work place and provides a means by which unlawful harassment can be reported.

II. Definitions

Sexual Harassment: Sexual harassment is defined by the University of Wisconsin – Whitewater as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or educational experience, (2) submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such an individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive working or learning environment.

Unlawful Harassment: Conduct that has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment.

III. Policy

The UW-Whitewater Police Department (UWWPD) takes a stand against all forms of unlawful harassment through policies and directives that prohibit such conduct; providing thorough investigation of any unlawful harassment complaint(s); issuing appropriate disciplinary action where allegations can be substantiated; and making members aware of the issues involved.

IV. Procedure

A. Departmental Expectations

1. To ensure a safe, professional and non-offensive environment, no material which could be construed to be of a sexual or otherwise offensive nature will be allowed within UW-Whitewater Police Department. This includes, but is not limited to: magazines, calendars, movies, pictures, screen savers, computer backgrounds or other items depicting provocative, exotic or erotic images.

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2. Exceptions can be made by supervisors for items which are needed for a legitimate, department sanctioned training or for evidentiary purposes.

B. Employee Reporting

1. Employees who believe they have been the subject of unlawful harassment are encouraged to report the incident immediately to their supervisor, unless the complaint involves the supervisor, then the employee will report the incident to the next supervisor in the chain of command.
2. When employees, other than victims, become aware of conduct believed to be harassment or discrimination by another employee, they should report the incident to their supervisor. This applies whether or not the conduct is directed at the reporting employee.
3. The reporting employee should generate a written report on the incident as soon as possible.

C. Investigation

1. The complaint will be promptly investigated by the supervisor or designee and a conclusion reached in a timely fashion.
2. Dependent upon the findings, members found to have engaged in unlawful harassment shall face disciplinary action up to and including termination.

D. Supervisory Responsibility

1. It is a supervisor's responsibility to ensure that employees of UWWPD feel free to report unlawful harassment.
2. Supervisors should take prompt and appropriate corrective action when they observe or are made aware of conduct that may be interpreted as discrimination or any form of harassment, regardless of an informal or formal complaint.
3. Supervisors will take the complaint; ensure it is investigated in compliance with all General Orders and contractual agreements, complete reports, and forward information to the Chief.
4. In all cases due process provided through policy, procedure or contract will be afforded to any and all individuals involved.

- E. UW-Whitewater Resources: To view UW-System policies on Harassment, view the below links.

- a. Regent Policy 14-2: <https://www.uww.edu/system-harassment>
- b. Sexual Harassment Policy: <https://www.uww.edu/documents/adminaffairs/HR%20Diversity/discrimination-harassment-and-retaliation-policy.pdf>
- c. UWS Statutes regarding Sexual Misconduct: https://docs.legis.wisconsin.gov/code/admin_code/uws/17/iv/16