

## **Policy Prohibiting Discrimination, Harassment and Retaliation**

### **Non-Sex Discrimination and/or Harassment Complaints**

The University of Massachusetts Global (“University”) is committed to providing an environment in which all individuals are treated with respect and dignity. The law and University policy(s) prohibit disparate treatment on the basis of any protected characteristic.

Protected characteristics include: race (including hairstyle/texture), color, ancestry, religion (including religious dress and grooming practices), creed, sex (including pregnancy, lactation, childbirth or related medical conditions), age, disability (mental and physical), marital status, citizenship, genetic information and any other characteristics protected by law.

When a complaint that does **not** involve sex discrimination is submitted to the University, we review the complaint and/or issue to decide if a formal investigation is warranted. Complaints involving sex discrimination will be processed by the University’s Title IX Office in accordance with the Title IX Policy found [here](#). If a formal investigation is warranted, we will take immediate action.

### **Complaint and Investigation Procedure**

Individuals who believe they have witnessed or experienced discrimination, harassment or retaliation in violation of this policy are encouraged to email [civilrightscomplaints@umassglobal.edu](mailto:civilrightscomplaints@umassglobal.edu) or [civilrightsinquries@umassglobal.edu](mailto:civilrightsinquries@umassglobal.edu). The email or complaint should include as much information as possible (i.e. names, dates, witnesses, actions or statements from the alleged policy violator, etc.).

The University will investigate complaints promptly and thoroughly by reviewing relevant documents, interviewing parties and witnesses, and examining other evidence available. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or who are believed to have relevant knowledge. While anonymity cannot be guaranteed, witnesses’ identification will only be disclosed as necessary to complete the investigation, with full consideration of due process concerns, and/or implementation of corrective measures.

The University will complete investigations in a prompt, fair, and impartial manner. The length of time it will take to complete an investigation will vary based on the complexity of the complaint and other factors such as witness and/or evidence availability. The University’s goal is to conduct a thorough investigation and resolve all complaints as efficiently and promptly as possible.

### **Retaliation**

To encourage prompt reporting of any perceived incident of discrimination or harassment, the University will not tolerate any form of retaliation towards any party that files a complaint of discrimination or harassment or participates in the investigation. Individuals who believe they

have been subject to retaliatory behavior should immediately contact [civilrightscomplaints@umassglobal.edu](mailto:civilrightscomplaints@umassglobal.edu). University employees who believe they have been subjected to retaliation must also report the matter to their supervisor or University Human Resources as soon as possible. All complaints of retaliation will be investigated thoroughly in the manner described above. Any University employees found responsible for violating the University policy prohibiting retaliation will be subject to discipline, up to and including termination.

### **Standard of Review**

We use a "preponderance of evidence" standard for determining whether University policies against discrimination, harassment, and/or retaliation have been violated. This means that if the investigator finds it is more likely than not that the alleged misconduct occurred, the investigator will conclude that there was a violation of University policy(s) and will refer the findings to the appropriate University official(s) for adjudication determination.

Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Corrective action will depend on the severity of the behavior or incident, and may include training and/or counselling, or disciplinary action up to and including termination.