

Employee Resources and Reporting for Discrimination and Harassment

University Commitment and Policies

Drake University is committed to fostering a safe, respectful working environment. The University prohibits discrimination or harassment based on, or because of, a protected characteristic. Accordingly, the University has adopted policies prohibiting certain types of misconduct:

- **Sexual Harassment Policy** (sexual assault, sexual harassment, sexual exploitation, dating violence, domestic violence, or stalking)
- **Discriminatory Harassment (Non-Sex-Based)** (race, color, national origin, creed, religion, age, disability, sex, pregnancy, gender identity or expression, sexual orientation, genetic information, veteran status or any characteristic protected by law)
- **Non-Discrimination Statement** (race, color, national origin, creed, religion, age, disability, sex, pregnancy, gender identity or expression, sexual orientation, genetic information, veteran status or any characteristic protected by law)
- **Consensual Relationship Policy** (prohibiting consensual relationships between employees in a position of authority and their employees or students)
- **Non-Retaliation Against Persons Reporting Misconduct**

Please refer to the policies in the University Policy Library for more in-depth discussion, definitions, and examples of these behaviors.

Understanding Privacy vs. Confidentiality

Communications with some resources are confidential under Iowa law – meaning certain persons cannot share information with others that they received in confidence. Most University employees, such as a colleague or supervisor, cannot provide this level of confidentiality and may need to share misconduct with the University, especially if the misconduct is directed toward a subordinate colleague or a student. Information shared with the University is kept private among those officials who have a need to know the situation in order to address the misconduct or prevent a recurrence. A few confidential resources include:

Employee Assistance Program	515-244-6090
Crisis Observation Center	515-564-5742

Reporting to the University

If an employee experiences misconduct prohibited by these policies, it is up to that individual to determine whether they want to notify the University or file a complaint. The University encourages employees to bring their concerns forward so steps can be taken to address the misconduct, improve the work environment, and prevent recurrence. To do so, an employee may contact either of the following persons:

Maureen De Armond, Executive Director, Human Resources, Old Main 317A, 515-271-3676, maureen.dearmond@drake.edu

Jessica Morgan-Tate, Title IX Coordinator, Old Main 316, 515-271-4956, titleix@drake.edu or www.drake.edu/titleix

Upon receipt of a complaint that an employee has engaged in prohibited misconduct, Human Resources will conduct a prompt and equitable investigation in which each person will have an opportunity to participate and provide information.

Any University employee who is not confidential under Iowa law and who learns of discrimination or harassment directed toward a student must notify one of the following persons:

Jessica Morgan-Tate, Title IX Coordinator, Old Main 316 515-271-4956 or titleix@drake.edu or www.drake.edu/titleix
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Hannah Clayborne, Dean of Students, Old Main 205 515-271-3246, hannah.clayborne@drake.edu

Scott Law, Director, Department of Public Safety, Ross Hall, 515-271-3860, scott.law@drake.edu

Retaliation is prohibited against anyone who reports misconduct or who participates in an investigation process.

Anonymous Reporting

An anonymous report can be made online. Drake respects a person’s choice to proceed anonymously; however, doing so may limit the University’s ability to respond fully to the incident. <http://www.drake.edu/ethicspoint/>

Questions?

Contact Human Resources or the Title IX Coordinator – they’re available to discuss the policies and answer questions.