

**OVERVIEW OF SIMMONS COLLEGE POLICY ON  
PROCEDURES ON COMPLAINTS OF SEXUAL HARASSMENT  
and other forms of discriminatory harassment**

**The College's responsibility**

- Education
- Responsiveness
- Investigation
- Resolution
- Record/report

**Each individual's responsibility**

- Respect for other individuals' rights and differences
- Awareness of policies and laws
- Notice of concerns
- Participation in process of investigation and resolution

**What to do if you think you're being harassed**

**Within Simmons College**

- Consult with informal resources
- Talk to alleged harasser (with or without assistance)
- File a formal complaint

**External Legal Resources**

- M.C.A.D.
- E.E.O.C.

**What to do if you are accused of harassing behavior**

- Take complaint seriously
- Review facts objectively
- Address or stop the behavior
- Talk over with someone you trust/consider response(s)
- Review policy on harassment/weigh options
- Seek resolution