PASSAIC COUNTY COMMUNITY COLLEGE
Office of Human Resources

Facts about Sexual Harassment

Passaic County Community College affirms its commitment to ensuring an environment for all students and employees that is fair, humane, and respectful. Every person is entitled to work and learn in an environment free from sexual harassment. It is the policy of Passaic County Community College that sexual harassment in any form will not be tolerated. Charges of sexual harassment will be treated seriously and pursued in accordance with established College procedures.

What is sexual harassment?

Sexual harassment is any act of a sexual nature which is unwanted and meets any one of these three conditions:

1. submission is made a condition of employment or academic advancement;
2. submission or rejection of the conduct on the part of the person being harassed is used as the basis for an employment or evaluative decision; or
3. the conduct unreasonably interferes with a person’s work or academic performance, or creates an intimidating, hostile or offensive work or learning environment.

Sexual harassment is a form of discrimination and a violation of federal law, state law, and College policy. Depending on the circumstances, each of the following actions can be sexual harassment:

- Propositions, invitations, or other subtle pressures for sexual activity
- Demands for sexual favors accompanied by clear or implied threats about your scholastic standing or your job security
- Heckling, taunting, whistling, or other suggestive or insulting sounds
- Jokes about your gender or sexual orientation, or demeaning remarks connecting your gender with your intellectual ability
- Sexually explicit or offensive material that is displayed in a public place or put in your work area or belongings
- Patting, pinching, or other inappropriate touching or brushing against your body
- Attempted or actual kissing or fondling
- Unwelcome touching of an individual’s body or clothes in a sexual way

Where does sexual harassment usually occur?

- Sexual harassment occurs most often in situations in which the harasser has some power or authority over the victim
- It may involve a faculty member or administrator trying to pressure a student into granting sexual favors
- It may involve a supervisor using influence or authority to extract sexual favors
- The reverse may also be true. Employees can harass supervisors and peers, and students can harass students or faculty members

What can you do if it happens to you?

1. If you feel that you are being sexually harassed, respond firmly. Reject any proposition with an unmistakable “no.”
2. Keep a log or diary of what is happening- include dates, times, direct quotes, and the names of any witnesses.
3. Take action. If you feel that you can, talk to the person. You may want to bring a witness.
4. Contact the Affirmative Action Officer.

Where to submit a complaint:

Michael Silvestro, Vice President for Human Resources, Planning, and Institutional Effectiveness
Affirmative Action Officer and Title IX Coordinator
Office of Human Resources- Room E305/Main Campus
E-mail: msilvestro@pccc.edu
Telephone: 973-684-6108

Chae Sweet, Associate Dean for Developmental Education and English Language Studies
Alternate Affirmative Action Officer
Room E202/Main Campus
E-mail: csweet@pccc.edu
Telephone: 973-684-6274