

SEXUAL HARASSMENT

Wilkes University reaffirms the principle that its students, faculty, and staff have a right to be free from sexual harassment by any member of the University community.

Sexual harassment can generally be defined as unwelcome sexual advances, requests for sexual favors and/or any other visual, verbal or physical conduct of a sexual nature. This definition includes many forms of offensive behavior including, but not limited to:

- Sexually suggestive physical contact
- Touching in any unwelcome fashion
- Requests for sexual favors
- Offers of employment or academic benefits in exchange for sexual favors
- Direct or indirect threats of retaliation for refusal to comply with a sexually oriented request
- Verbal or written sexual comments, suggestions or propositions
- Sexually degrading remarks or comments about another's body
- Suggestive or obscene letters, notes, invitations, e mails and/or text messages
- Any other verbal or physical conduct of a sexual nature

RESOURCES

On-Campus

Health and Wellness Services
Ms. Melissa Gaudio, Campus Counselor
(570) 408-4358

Ms. Susan Biskup, Campus Counselor
(570) 408-4355

Public Safety Office
University Center on Main, Garage
(570) 408-4999

Student Affairs
Dr. Paul Adams
Vice President Student Affairs
University Center on Main
Phone: (570) 408-4114
Paul.adams@wilkes.edu

Dr. Mark Allen
Dean of Students
2nd Floor Passan Hall
Phone: (570) 408-4103
Mark.allen@wilkes.edu

Ms. Barbara King
Associate Dean of Student Affairs
2nd Floor Passan Hall
Phone: (570) 408-4107
Barbara.king@wilkes.edu

Dr. Philip J. Ruthkosky
Associate Dean, Student Development
Deputy Title IX Coordinator
2nd Floor, Passan Hall
Phone: (570) 408-4108
philip.ruthkosky@wilkes.edu

Off-Campus Counseling
Victims Resource Center
71 North Franklin Street
Wilkes-Barre, PA 18701
(570) 823-0765



SEXUAL HARASSMENT

AN OVERVIEW OF STUDENT POLICIES AND SUPPORT SERVICES



WHAT SHOULD I DO IF I FEEL I AM

BEING SEXUALLY HARASSED?

1. Say "no" to the offender. Make it perfectly clear that you do not approve.
2. Keep a record of the harassment, being certain to include the date, time and place.
3. Save any applicable evidence: "love notes," messages, etc.
4. Be certain to note if there are any witnesses.
5. Report the incident and seek support.

REPORTING PROCEDURES

Students who believe they are victims of, or witnesses to harassment should report the incident to the Office of Student Affairs or Human Resources. The University has designated a Title IX Coordinator and Deputy Title IX Coordinator to serve as advocates on behalf of individuals wishing to make a claim of sexual harassment.

Joseph Housenick

Human Resources Director
Title IX Coordinator
Office Location: 2nd Floor UCOM
Wilkes-Barre, PA 18766
Phone: (570) 408-4631
joseph.housenick@wilkes.edu

Philip J. Ruthkosky

Associate Dean, Student Development
Deputy Title IX Coordinator
Office Location: 2nd Floor, Passan Hall
Wilkes-Barre, PA 18766
Phone: (570) 408-4108
philip.ruthkosky@wilkes.edu

SEXUAL MISCONDUCT

Sexual misconduct in any form, whether on or off campus, will not be tolerated at Wilkes University. Sexual misconduct and acquaintance rape are violations defined as any action in which one person forces another to engage in sexual activity against his/her will or without consent. Assent does not constitute consent if such assent is given by a person who, because of youth, mental disease, or intoxication, is unable to make a reasonable judgment concerning the nature or harmfulness of the activity.

**The sexual misconduct policy can be accessed in full in the online student handbook.*

REPORTING SEXUAL MISCONDUCT

Individuals who are the victims of, or witnesses to sexual misconduct should:

1. Get the victim to a safe place as soon as possible.
2. Seek immediate medical attention.
**For life-threatening conditions, call 911*
**For non-life-threatening situations, contact the Public Safety Office at 570-408-4999.*
3. Preserve any evidence.
4. File a report with Wilkes University's Office of Student Affairs (570- 362-8346) or Public Safety Office (570-408-4999).

SUPPORT SERVICES

Wilkes University offers support services to individuals who are victims of sexual misconduct that include, but are not limited to the following:

- Accompaniment to the hospital (if desired) by an on-duty Student Affairs Professional.
- Access to ongoing information, support, and advice from on-campus and off-campus counselors.
- Academic support services
- Assistance in reporting the incident to the local police department (if desired).
- Accommodations to minimize contact with alleged assailant.
- Protection from retaliation.

PROTECTIVE MEASURES

Wilkes University offers the following programs and services that are designed to foster a safe living, learning, and working environment.

Uniformed public safety officers 24 hours a day/ seven days a week, who make regular patrols of the University grounds and buildings by foot, bike and vehicle.

Safe Rides - "Safe Rides" provides Wilkes students, who are under the influence of alcohol or who are faced with riding in a vehicle operated by someone who is, with transportation back to campus. The service is free to the students and each student's identity will be kept confidential.

To utilize Safe Rides, call Posten Taxi at 823-2111, give your location, destination and notify the dispatcher that you are a Wilkes student using the "Safe Rides" program.

Safe Escort Service - Public Safety operates a "Safe Escort Service" on campus for any member of the University Community who requires an escort from dusk until dawn. This escort may consist of a vehicle or walking escort depending on the activities at the time of the call.

To request an escort, dial the Public Safety Office at ext. 4999.

Campus Advisory Reporting Extension

(CARE) - "CARE" is a program designed to allow students and employees to phone in anonymous information regarding safety and security concerns both on campus and in the community.

If making the report from an on-campus phone, dial CARE (2273); or if making a report from an off-campus phone, dial 408-CARE (408-2273).

Campus Community Notifications - is a program designed to notify the Wilkes Community of any safety and/or security issues on campus or in the surrounding community. Notifications are posted using several methods depending on the type and/or severity of the issue. A system of printed fliers, announcements on the Wilkes Portal under the heading of "Urgent News" and text messages are issued in a timely manner.

On-duty Student Affairs Professional - 24 hours a day, seven days a week.

Training - In collaboration with the Victim's Resource Center, Wilkes provides sexual misconduct and harassment training to incoming first year students, resident life assistants, public safety officers, disciplinary and judicial boards, student athletes, and first-year student mentors.

Retaliation - Students reporting or raising concerns about harassment or misconduct can do so without fear of reprisal or retaliation. Retaliation against a person who files a complaint or participates in an investigation is prohibited by University policy, and by state and federal law.