



# Stony Brook University

Office of the President  
Stony Brook, NY 11794-0701

TEL: 631.632.6265  
FAX: 631.632.6621

stonybrook.edu

## MEMORANDUM

**TO:** Members of the Stony Brook University Community

**FROM:** Samuel L. Stanley Jr., MD *SLS*  
President

**DATE:** January 21, 2014

**RE:** **Notice of Stony Brook University's Policy on Equal Employment Opportunity and Affirmative Action**

Stony Brook University (including Stony Brook Medicine, Long Island State Veterans Home, and all other Stony Brook University facilities and programs) has a longstanding commitment to equal employment and educational opportunity, and environments that foster respect, dignity, fairness, and equity. The Stony Brook University community includes, but is not limited to employees, students, visitors, guests, contractors, and vendors associated with the institution. Stony Brook University is committed to creating and maintaining workplace, educational, and recreational environments that are safe and accessible, and free of all forms of discrimination, discriminatory harassment, and sexual harassment, including non-consensual sexual contact, sexual violence, domestic violence, and stalking.

Stony Brook University, as required by, and in compliance with the Civil Rights Act of 1964 (Title VII), as amended, Title IX of the Education Amendments of 1972, Rehabilitation Act of 1973, Age Discrimination in Employment Act (ADEA), Americans with Disabilities Act (ADA), and New York State Human Rights Law, including other applicable statutes and regulations, is an equal opportunity employer committed to providing equal opportunity in education, employment, membership, and contracts.

Stony Brook University prohibits discrimination on the basis of race, sex, sexual orientation, gender identity, religion, age, color, creed, national or ethnic origin, disability, marital status, genetic information, criminal conviction, domestic violence victim status, and/or military status in the administration of its policies, programs, activities, or other Stony Brook University administered programs or employment, and includes the terms, conditions, and privileges of employment and/or access for students, faculty, and staff. Stony Brook University's non-discrimination policy affects all employment practices including, but not limited to, recruiting, hiring, transfers, promotions, benefits, compensation, training, educational opportunities,



discipline, and terminations. Also, no one shall be subjected to retaliation for initiating or participating in a complaint process.

Stony Brook University is committed to take Affirmative Action consistent with federal and state law to increase the employment of American Indians/Alaskan Natives, Asians/Pacific Islanders, Blacks/African Americans, Hispanic/Latinos, women, persons age 40 and over, persons with disabilities, especially disabled veterans, and veterans of the Vietnam era, recently separated veterans, and other protected veterans, where underrepresentation in the workforce exists. Stony Brook University will make good faith outreach efforts consistent with federal and state law to decrease underrepresentation and review progress on an annual basis.

Stony Brook University is responsible for ensuring that its Equal Employment Opportunity/Affirmative Action (EEO/AA) Policy is administered effectively. The Office of Diversity and Affirmative Action (ODAA) is charged with the responsibility of monitoring the EEO/AA program and policies. The Provost, Deans, Department Chairs, Vice Presidents, Directors, Administrators, Managers, and Supervisors are responsible for ensuring that their respective unit meets its EEO/AA obligations. Each Stony Brook University College and Division will be evaluated annually on progress toward goal achievement.

ODAA is responsible for overseeing the daily activities of the University's EEO/AA programs and developing the Stony Brook University Affirmative Action Plan. The ODAA Director may be contacted at: 201 Administration Building, Stony Brook University, Stony Brook, NY 11794-0251, 631-632-6280 (<http://www.stonybrook.edu/diversity/>). The Title IX Coordinator, Raúl M. Sánchez, Senior Director for Title IX and Risk Management, may be contacted at 310 Administration Building, Stony Brook University, Stony Brook, NY 11794-0701, (631) 632-6975, [Raul.Sanchez@stonybrook.edu](mailto:Raul.Sanchez@stonybrook.edu).

Questions about this policy notice can be directed to Raúl M. Sánchez or ODAA, above.



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## MEMORANDUM

**TO:** Members of the Stony Brook University Community

**FROM:** Samuel L. Stanley Jr., MD *SLS*  
President

**DATE:** January 21, 2014

**RE:** Notice of Stony Brook University's Policies on Non-discrimination, Sexual Harassment, and Non-Consensual Sexual Contact

All universities, especially public institutions, have a responsibility to provide leadership regarding the conduct of its employees and students. Stony Brook University (including Stony Brook Medicine, Long Island State Veterans Home, and all other Stony Brook University facilities and programs) has a longstanding commitment to equal employment and educational opportunity, and environments that foster respect, dignity, fairness, and equity. The community includes, but is not limited to employees, students, visitors, guests, contractors, and vendors associated with Stony Brook University. Stony Brook University is committed to creating and maintaining workplace, educational, and recreational environments that are safe and accessible, and free of all forms of discrimination, discriminatory harassment and sexual harassment, including non-consensual sexual contact, sexual violence, domestic violence, and stalking.

Stony Brook University, as required by, and in compliance with the Civil Rights Act of 1964 (Title VII), as amended, Title IX of the Education Amendments of 1972, Rehabilitation Act of 1973, Age Discrimination in Employment Act (ADEA), Americans with Disabilities Act (ADA), and New York State Human Rights Law, including other applicable statutes and regulations. These prohibit discrimination and harassment on the basis of race, sex, sexual orientation, gender identity, religion, age, color, creed, national or ethnic origin, disability, marital status, genetic information, criminal conviction, domestic violence victim status, and military status in the administration of its policies, programs, activities, or other University administered programs or employment. This includes the terms, conditions, and privileges of employment and access for students, faculty, and staff. Stony Brook University's non-discrimination policy affects all employment practices including, but not limited to, recruiting, hiring, transfers, promotions, benefits, compensation, training, educational opportunities, discipline, and terminations. Also, no one shall be subjected to retaliation for initiating or participating in a complaint process.



Stony Brook University prohibits sexual harassment, which consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment or academic advancement;
- submission to, or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual;
- such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or creating an intimidating, hostile, or offensive working, living, or academic environment; and/or
- physical sexual contact occurs without consent.

These policies are important to creating and maintaining a community in which a diverse population can live, work, study, and recreate in an atmosphere of tolerance, civility, equity, equal employment opportunity, and respect for every individual. Stony Brook University's administration, faculty, staff, and students are each responsible for helping to create and maintain welcoming environments. Prohibited conduct, if allowed, would impede the institution's mission to provide an education of distinction in a dignified and respectful learning and employment environment.

Stony Brook University is responsible for, and fully committed to the prevention and elimination of all forms of discrimination and harassment and, by this notice, hereby, reminds the Provost, Deans, Department Chairs, Vice Presidents, Directors, Administrators, Managers and Supervisors that they are responsible for promoting an atmosphere free of such unacceptable conduct. All employees, students and members of the Stony Brook University community, are encouraged to report prohibited conduct to the Office of Diversity and Affirmative Action (ODAA). To file such a report, make inquiries, file a complaint with the University or an external governmental office, seek referrals to health services for victims of sexual violence, please contact:

- Office of Diversity and Affirmative Action (ODAA), 201 Administration Building, Stony Brook University, Stony Brook, NY 11794-0251 (631-632-6280) (<http://www.stonybrook.edu/diversity/>);
- Stony Brook University Title IX Coordinator, Raúl M. Sánchez, Senior Director for Title IX and Risk Management, 310 Administration Building, Stony Brook, NY 11794-0701 (631-632-6975) [raul.sanchez@stonybrook.edu](mailto:raul.sanchez@stonybrook.edu);
- Stony Brook University Police Department, 175 Dutchess Hall, Stony Brook, NY 11794-5501 (631-632-6350). For 24-hour Emergency Services, or to report suspected criminal activity: 911 or 333 from any campus phone, or 631-632-3333.

Questions about this policy notice can be directed to Raúl M. Sánchez or ODAA, above.

# HEAR IT. SEE IT. REPORT IT.

## Report all incidents of discrimination, discriminatory harassment, sexual harassment, non-consensual sexual contact, domestic violence, stalking and sexual violence.

All such incidents of discrimination are taken seriously at Stony Brook University. As required by state and/or federal law, discrimination and harassment on the basis of race, sex, sexual orientation, gender identity, religion, age, color, creed, national or ethnic origin, disability, marital status, genetic information, criminal conviction, domestic violence victim status and military status are prohibited. The Office of Diversity and Affirmative Action will investigate all reported incidents, as appropriate, or refer them to another Stony Brook University office for a response.

### TO FILE COMPLAINTS:

#### **Office of Diversity and Affirmative Action (ODAA)**

Administration Building, Room 201  
(631) 632-6280  
email: [odaa@stonybrook.edu](mailto:odaa@stonybrook.edu)

#### **Title IX Coordinator – Raúl M. Sánchez**

Administration Building, Room 310  
(631) 632-6975  
email: [raul.sanchez@stonybrook.edu](mailto:raul.sanchez@stonybrook.edu)

#### **University Community Standards**

Administration Building, Room 347  
(631) 632-6705  
email: [communitystandards@stonybrook.edu](mailto:communitystandards@stonybrook.edu)

#### **Employee and Labor Relations**

West Campus and Health Sciences,  
Administration Building, Room 291A  
(631) 632-6140

East Campus (Health Sciences Tower), Level 3,  
Room 3-04G  
(631) 444-3780

#### **University Police Department**

175 Dutchess Hall, Front Desk  
(631) 632-3333 or  
911 from a campus phone

### FOR COUNSELING AND PSYCHOLOGICAL SERVICES:

#### **Student Health Services Building**

2nd floor  
(631) 632-6720

#### **Health Sciences Tower**

Level 3, Room 3-040F  
(631) 444-7760 or (631) 444-7724

#### **VIBS (Victims Family Violence and Rape Crisis Center)**

24-hour hotline: (631) 360-3606  
website: [vibs.org](http://vibs.org)  
email: [hotline@vibs.org](mailto:hotline@vibs.org)

#### **Employee Assistance Program (EAP)**

Frank E. Melville Jr. Memorial Library, W0505  
(631) 632-6085  
email: [eap@stonybrook.edu](mailto:eap@stonybrook.edu)

### FOR MEDICAL AND PSYCHIATRIC SERVICES:

#### **University Hospital and Stony Brook Medicine**

Sexual Assault Nurse Examiner Center (SANE)  
101 Nicolls Rd., Stony Brook, New York 11794

#### **Emergency Medicine**

(631) 444-2499

#### **Medical Center Switchboard**

(631) 689-8333  
(631) 632-6085

Please visit [stonybrook.edu/diversity](http://stonybrook.edu/diversity) for information on filing complaints with state and federal offices, relevant SBU policies, online training and other resources.

**For 24-hour Emergency Services or to Report Suspected Criminal Activity**

**Call University Police: 911 (on campus)**

**(631) 632-3333 (off campus or from a cell phone)**

**175 Dutchess Hall – SBU South Campus**

(accessible via Marburger Drive and SBU Outer Loop Bus)



**Stony Brook University**

Stony Brook University/SUNY is an equal opportunity, affirmative action employer and educator.  
For a disability-related accommodation, please call the Department of Human Resources at (631) 632-6161 or the University Hospital Department of Human Resources at (631) 444-4700.