

Commitment to Civility in Our Work and Learning Environment

DATE: August 16, 2019

TO: All MSUM Employees

FROM: Anne Blackhurst, President

RE: Commitment to Civility in Our Work and Learning Environment

As President of Minnesota State University Moorhead, I am firmly committed to achieving a campus climate that is free of discrimination, harassment, and violence, and where mutual respect and dignity of and by all employees is the expected form of behavior.

One guide to the creation and maintenance of this type of environment is the policy adopted by the Board of Trustees of the Minnesota State system that prohibits discrimination and/or harassment of an individual on the basis of race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, or gender expression. In addition, discrimination in employment based on familial status or membership or activity in a local commission as defined by law is prohibited. Finally, MSU Moorhead and the State of Minnesota are committed to providing a respectful and professional workplace and campus environment for employees and third parties that is free of bullying and disrespectful behavior.

Equal Opportunity and Nondiscrimination

MSU Moorhead follows the system's policy. A copy of this policy and the procedure for reporting violations of the policy are available at:

- [Policy 1B.1 Equal Opportunity and Nondiscrimination in Employment and Education](#)
- [Procedure 1B.1.1 Report/Complaint of Discrimination/Harassment Investigation and Resolution](#)

Harassment and Workforce Violence

We have the following additional policies and procedures in place to address incidents of harassment and violence.

- [7.17 General Harassment Policy and Procedure](#): applicable only to AFSCME employees
- [Zero Tolerance of Workforce Violence Policy and Plan](#)
- [Policy 1B.3 Sexual Violence](#)
- [Procedure 1B.3.1 Sexual Violence](#)

Nepotism

I wish to remind all employees that romantic or sexual relationships between employees and students or employees over whom the employee exercises direct or significant authority or

influence are prohibited. If an individual reports that he or she is in a consensual relationship, the supervisor shall work with the Human Resources Office to reassign evaluative authority if possible.

For additional information see Part 3 of the 1B.1 Nondiscrimination Policy and Part 3 of the 1B.1.1 Complaint Procedure. Employees who are members of the same household should refer to the Board of Trustees' Nepotism Policy 4.10.

A copy of the Nepotism Policy is available at:

- [Policy 4.10 Nepotism](#)
- [Procedure 4.10.1 Nepotism](#)

Respectful Workplace (anti-bullying)

MSU Moorhead follows the State of Minnesota's policy. A copy of this policy and the procedure for reporting violations of the policy are available at:

- [HR/LR Policy #1432 Respectful Workplace](#)
- [Procedure 1C.0.2 Respectful Work Place](#)

If you have questions or feel that you have been discriminated against, harassed, or have experienced violence or workplace bullying, or if you know of someone who has, please contact one of the following people for assistance:

Jered Pigeon, Campus Diversity Officer
Comstock Memorial Union 120D
218-477-2047

Ann Hiedeman, Chief Human Resources Officer
Owens 214
218-477-2066

Others who you may contact include:

Melissa Osland, Affirmative Action Officer/ADA Coordinator
Owens 214

Ashley Atteberry, Director of Student Conduct & Resolution
Flora Frick 153C
218-477-2174

Lynn Peterson, Title IX Coordinator
Flora Frick 153
218-477-2967

Ryan Nelson, Director of Public Safety
1616 9th Ave. S.
218-477-5869

The University's commitment is to provide appropriate support to anyone who reports a complaint, while recognizing the rights of the accused. Even though confidentiality cannot be guaranteed, every effort will be taken to ensure confidentiality, to the extent possible, and provide effective remedies, including protection from retaliation.

With your help, we can work together to provide a campus environment that is free of bullying, discrimination, harassment, and violence.

Thank you for all you do to make MSUM a great place to work.

For TTY communication, contact the Minnesota Relay Service at 1-800-627-3529.