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A. General Provisions

i.





A hostile environment can be created by persistent or pervasive conduct or by a single or isolated incident, if sufficiently severe. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the conduct is physical. A single incident of sexual assault, for example, may be sufficiently severe to constitute a hostile environment. In contrast, the perceived offensiveness of a single verbal or written expression, standing alone, is typically not sufficient to constitute a hostile




### 3. Guidance on harassment, bullying and discrimination

- i. AAU is dedicated to creating a safe, welcoming, inclusive and diverse community, which allows staff and students to thrive without fear of any form of harassment or bullying. The Academic Codex reflects the core values that shape and influence the life of our institution and describes our zero-tolerance approach to all forms of behavior from faculty, staff, students or visitors that might violate the dignity of others.
- ii. If a student is unsure whether conduct or any incident could be defined as harassment or bullying, they are encouraged to act promptly and seek guidance from any of the following support services: Dean, Assistant Dean, Vice President, Faculty Member, Staff Member, the AAU Psychologist, and/or AAU Mediator.

### 4. Social Media and Other Forms of Communication

AAU recognizes that with advances in social media and other forms of communication outside of the AAU campus or networks, individuals may communicate in other channels. Therefore, communication that is deemed to



investigation procedures of the Czech criminal justice system. Details on the criminal justice system contacts and procedures will be specified in the guidelines issued by the Dean of Students.

## C. Support Resources

### 1. Psychological Counseling Center

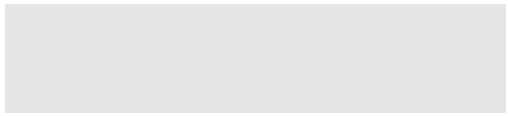
- i. Counseling at the AAU Psychological Counseling Center is available free of charge. AAU employs a professionally certified **and** inBT/F 4 271.6q0.000008871 0 595.32 841.92 reW\*nQ EMC /Artifact ✗Att





issued by the Dean of Students), but they do not have a duty to do so (unless compelled by law in the Czech








- (f) Within one week of receiving an official complaint, the Designated Official will meet with the Complainant and discuss the options of restorative justice and/or a formal



Conferences (RJC)s (A simplified







of different Administrative, Management or Staff Officials) will be convened. However, additional evidence must be submitted in order for a new Enquiry Panel to be formed.

## 2. Investigative Committee Formation

- i. This investigation of the incident reported in the official complaint, unless both individuals agree to a RJC in Section F. If the Affected Person/s



any/all involved individuals or potential witnesses. The investigative committee will ensure that any interviews of the complainant and the accused occur on different days.

iii. Equality of Parties:

(a) Equality and Non-Discrimination

The investigative committee shall respect the principles of equality of arms between the parties. All parties before the investigative committee will be considered and treated equally without any distinction whatsoever as regards race, color, ethnic origin, sex, gender, age, religion, creed, language, political or other convictions, national or social origin, means, disability, birth, status or other circumstances. In all circumstances, respect for the inherent dignity of the individuals will be maintained.

(b) Opportunity to Engage with the Process

All parties and individuals involved will be given adequate opportunity to prepare a case, present arguments and evidence, and to challenge or respond to opposing arguments or evidence.

(c) Fairness of the Findings and Appeal

All parties involved in the investigation procedure will be entitled to

- have their rights and obligations affected only by a decision based solely on evidence;
- a determination of the outcome without undue delay; and
- adequate notice of and reasons for the decisions including an entitlement to an appeal to the University President.

iv. Respect for Individuals in a Vulnerable Position:

(a) The investigative committee will be caring though impartial, and will base their decisions solely on evidence.

(b) All parties to the investigation can seek confidential and neutral consultation with the AAU Psychologist throughout the process.

(c) All parties are welcome to bring individuals that are necessary for their support to any of the investigation proceedings. The committee must be notified in advance if additional individuals will be attending. Any Any

- the request to provide evidence in their defense.

Beginning with this initial contact, a designated individual of the investigative committee will be charged with providing the accused with a brief written statement of the progress of the committee at least once every two weeks (e.g. every other Wednesday), even if only to let the complainant know that there has been no change since the last communication and the reason for that lack of progress.

- (a) With other Involved Persons:

The investigative committee will communicate with other involved persons only to the extent necessary to conduct a thorough and impartial investigation.

vii. Conclusion of the Investigation and Final Report:

After the investigative committee has gathered all the evidence reasonably possible, including having given the accused a full account of the charges against them and a chance to make a prepared defense, the investigative committee will compile a final report with all of their findings and submit it to the relevant VP for their decision. The final report should contain

- (a) the exact policy infractions the investigative committee were concerned with and which were communicated to the accused;
- (b) an executive summary that covers the history of the work of the investigative committee, the evidence gathered, and the position of the investigative committee regarding each policy infraction;
- (c) all of the documentary evidence as well as minutes from all of the interviews conducted;
- (d) an appendix that contains the minutes of each meeting of the investigative committee as well as all electronic communication among its members concerning the work of the committee.

viii. Decision and Punishment:

The final decision of the Designated Official will be communicated in writing to the complainant and the accused within 5 working days of receiving the final report from the investigative committee. The Designated Official must decide

- (a) whether or not a policy infraction did occur;
- (b) what was the severity of the infraction; and
- (c) what the punishment will be for each infraction.

Depending on the gravity of the matter, the sanctions may range from a formal warning to expulsion/dismissal from AAU.

ix. Appeal:

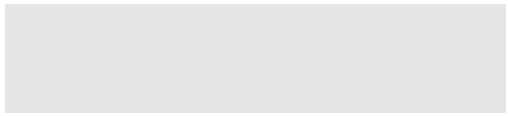
Any involved party may appeal against the decision of the Designated Official to the President of the University.

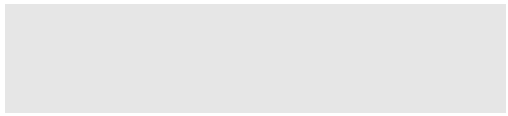
## H. Policy on Relationships between Staff, Faculty and Students

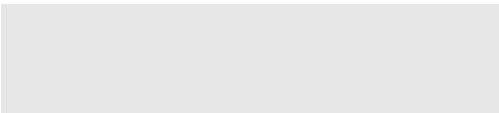
### 1. Scope and Purpose of the Section

- i. This policy outlines the university's position on relationships between members of staff (including administrators and faculty, which will henceforth be referred to collectively as "staff") and students at AAU. It is intended to ensure that the staff-student relationship is one that is founded on mutual trust, confidence and respect.
- ii. Definition of terms:
  - (a) Personal Relationships. In the context of this document, a personal relationship is defined as:
    - a family relationship; or
    - a business/commercial/financial relationship; or
    - a sexual/romantic relationship.
  - (b) Professional Relationship is defined as:
    - an assessing, supervising, tutoring, mentoring, teaching role; or
    - a pastoral role; or
    - a collaboration on a project for the university; or



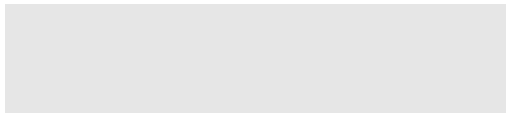




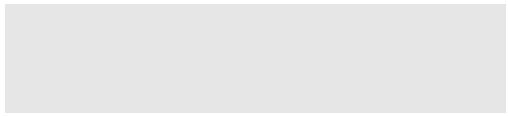




iv. The AAU Mediator is available for









RESTORATIVE JUSTICE CONFERENCE  
ONE PAGE OUTLINING THE PROCESS IN SIMPLE TERMS





OFFICIAL INVESTIGATION PROCESS  
ONE PAGE OUTLINING THE PROCESS IN SIMPLE TERMS



PACKAGE FOR INDIVIDUALS MAKING A COMPLAINT OVERVIEWING THE  
PROCESS, SUPPORT RESOURCES, RELEVANT INFORMATION