

SEXUAL MISCONDUCT POLICY SUMMARY
Columbia Theological Seminary

POLICY STATEMENT

Sexual abuse, harassment or exploitation (“Sexual Misconduct”) is prohibited by law, is a violation of the Christian ethical vision which informs the life and mission of this Seminary, and is incompatible with the standards of the Seminary for its members and professional leaders. False accusations, intentionally made, also constitute unacceptable conduct and will be subject to Seminary discipline. The Seminary shall take such action as it deems appropriate to prevent, correct, and, if necessary, discipline behavior which violates this policy, up to and including dismissal. Sexual Misconduct by a vendor, contractor, or other third-party individual or entity having an agreement or contract with the Seminary may be grounds for the abrogation of such agreement or contract. Sexual Misconduct harms not only the victims and aggressors but also the entire Seminary community. The Seminary is committed to educate the Seminary community with respect to identification and prevention of the various forms of Sexual Misconduct and to investigate and deal with allegations of such conduct that are brought to its attention.

OUTLINE OF PROCEDURES

1. Seeking Guidance Regarding Seminary Policy.

Any member of the Seminary community: (i) who experiences or believes that he or she has been subjected to Sexual Misconduct; (ii) who experiences or believes that he or she has been subjected to retaliation relating to an allegation of Sexual Misconduct; or (iii) who experiences or believes that others have been subject to Sexual Misconduct in violation of the Policy, may seek guidance, counseling or file a complaint in accordance with this Policy by contacting the appropriate Policy Administrator.

The persons holding the following positions are each designated as a “Policy Administrator”: (i) for faculty and students -- the Associate Dean for Academic Administration; and (ii) for staff -- the Director of Human Resources.

The complete text of the Policy, including the definitions and examples of conduct which may constitute Sexual Misconduct and the requirements for reporting Sexual Misconduct are published in the Student Handbook, the Faculty Manual and the Staff Handbook. A copy of the guidelines and procedures to be followed in connection with the investigation and disposition of complaints of Sexual Misconduct may be obtained from the Policy Administrator.

2. Complaint Procedure.

Allegations of violation of the Policy including the actual filing of a complaint of sexual harassment will be addressed by the Policy Administrator. Complaints must be filed with the Policy Administrator in writing within sixty (60) days after the alleged incident of misconduct.

3. **Investigation and Disposition.**

The Seminary's policy is to investigate all complaints of Sexual Misconduct thoroughly and promptly. The Seminary will preserve confidentiality to the extent the needs of the investigation permit. If an investigation determines that a violation of the Policy has occurred, the Seminary will take appropriate corrective action, including employment or academic discipline up to and including termination of employment or expulsion from the academic program.

COMPLIANCE

1. **Policy Compliance.**

All members of the Seminary community are responsible for ensuring that their conduct does not violate this Policy with respect to any other member of the Seminary community. This same responsibility to refrain from Sexual Misconduct extends to vendors, contractors (including the employees of third parties), visitors or others on the Seminary's campus or at any Seminary sponsored or Seminary related function or activity. In addition, this Policy is intended to apply to members of the Seminary community (i.e., students, faculty and staff) in their relationships with each other both on-campus and off-campus, including engagements in field education and internships, and in other ministry settings.

2. **Reporting.**

Supervisors of staff and faculty with instructional responsibilities are required to report to the Policy Administrator instances of alleged Sexual Misconduct by or against any member of the Seminary community covered by the Policy.

3. **No Retaliation.**

As part of the Policy, the Seminary forbids retaliation in any form against anyone for reporting Sexual Misconduct, assisting in a complaint or cooperating in an investigation of alleged Sexual Misconduct. Allegations of such retaliation will be treated under the Policy in the same manner as allegations of Sexual Misconduct.

REFERENCE TO RELATED DOCUMENTS

- Sexual Misconduct Policy (complete text)
(Staff Handbook, Faculty Manual, Student Handbook)
- Sexual Misconduct Complaint, Investigation and Disposition Procedures
(Policy Administrator)
- Policy Regarding Amorous or Sexual Relationships
(Staff Handbook, Faculty Manual, Student Handbook)