

# **Civility in the Workplace**

## **Oregon State University**

Applicability:

Faculty

Classified

Section:

0100 Employee Engagement in Creating a Nondiscriminatory, Civil and Productive Community

Policy Number:

104

Effective:

Monday, January 6, 2014

Human Resources Manual

### **Respectful Workplace Environment**

Respect is a core value and is widely honored by the members of our University community. The University is committed to sustaining a respectful community environment that is, as much as possible, experienced by all as safe, inclusive and welcoming.

While we realize that the core value of respect is widely reflected in most of our day-to-day interactions, the University provides resources to assist employees who may be subjected to inappropriate conduct such as abusive, threatening, discriminatory or harassing behaviors.

By agreement with the Service Employees International Union (SEIU), Local 503, the University has committed to remind employees each year of resources available to assist them with inappropriate conduct. Any employee subjected to inappropriate workplace conduct should feel free to take their concerns to their supervisor or unit head, or to the Office of Human Resources. The University Ombuds Office is available to employees should they feel they are being subjected to inappropriate conduct. The University Ombuds Office is a neutral and confidential resource where members of the University community can take their concerns. For concerns of discriminatory or harassing conduct or bullying, employees should contact the Office of Equity and Inclusion.

Of course the most effective way to sustain a respectful community is through the good faith efforts of each and every one of us. We appreciate and thank you for your efforts to create, foster and sustain a respectful and inclusive work and learning environment at OSU.