

#  **Title IX Training for Employees**

***LIBI*** employees took the following online training: ***Anti-Sexual Harassment Training*** sponsored by the ***NYC Commission on Human Rights \*,*** from **July 14 - August 14, 2020**. <https://www1.nyc.gov/site/cchr/law/sexual-harassment-training.page>

**\* The Commission developed this online training to satisfy both the New York State and New York City anti-sexual harassment training requirements. For additional information regarding this mandatory training for current and new employees, please contact: Ms. Catherine Law, Director of Operations and Institutional Effectiveness (****claw@libi.edu****). Each employee will receive a Certificate upon successful completion of training.**



***LIBI*** employees participated in the mandatory online course, ***Harassment Training***, sponsored by ***HRdirect smart apps \**** from **July 15 – August 14, 2020**. The training included up to **6** **Modules** related to Sexual Harassment Prevention and Response, an annual compliance requirement under Title IX.

\* A brief description of each Module follows:

1. ***Understanding Harassment***

Introduces the legal definition of harassment and the primary types of problematic behavior.

1. ***Examples of Harassment***

Provides real-world examples of prohibited harassment based on legally protected characteristics.

1. ***Special Considerations for Sexual Harassment***

Covers specific concerns with sexual harassment, including hostile environment vs. “quid pro quo.”

1. ***Your Responsibility & Reporting***

Highlights the role employees play in avoiding illegal behavior and reporting incidents promptly.

1. ***Diversity & Inclusion***

Discusses the importance of diversity and inclusion for a respectful, harassment-free workplace.

1. ***Additional Manager Obligations (for managers only)***

Educates managers about their specific duties regarding harassment prevention and response.

The Module trainings were voice-activated and ran anywhere from 11-minutes to 21-minutes in length, totaling 105 minutes. Each addressed the types of issues employees may experience or be witness to while in a workplace setting. As each Module was a stand-alone, the training could be taken out of sequence. There was a Quiz at the end of each Module to review for understanding. This course was an invaluable reference for LIBI employees.

**For additional information regarding this mandatory training for current and new employees, please contact Professor Julia Scalia, Institutional Title IX Coordinator (****jscalia@libi.edu****) with questions and/or to reset your password to gain access to the Long Island Business Institute’s *Harassment Training* account portal sponsored by HRdirect. Each employee will receive a Certificate upon successful completion of training.**