

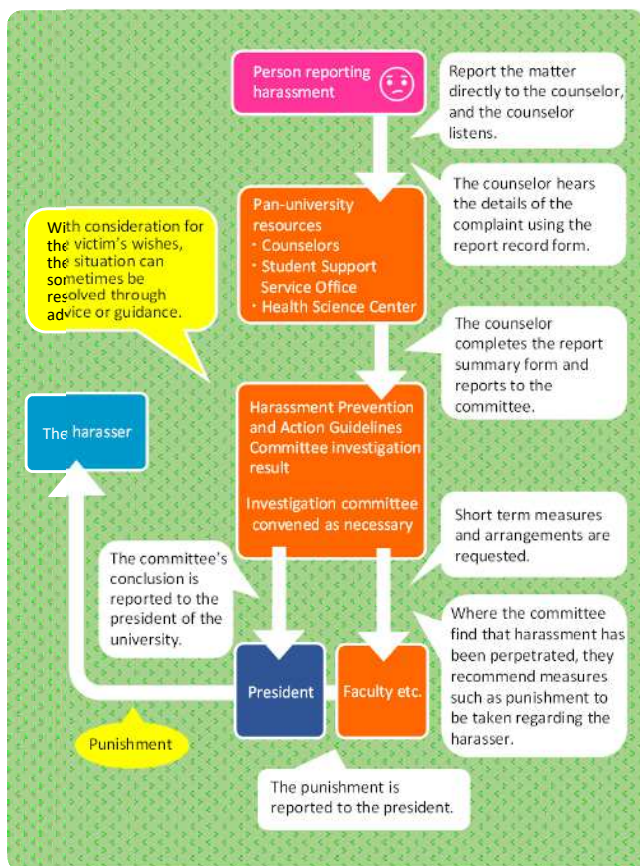
What happens when harassment is reported



If you are the victim of harassment, don't blame yourself or try to ignore it; report it to a counselor. The support system at Yamaguchi University includes the presence of an appointed counselor at every campus.

Irrespective of the faculty to which you belong, the counselor is there to listen. It is also possible to report matters on behalf of someone else, or as a third party. Please make contact by phone or e-mail.

Of course, the privacy and confidentiality of everyone involved will be respected. Nobody will be penalized for making a report, or for assisting with the establishment of the facts.



Don't keep it to yourself. Talk to us!



You can consult with a harassment counselor by phone or e-mail. The list of harassment counselors can be found at the following URL.

<http://ds.cc.yamaguchi-u.ac.jp/~epsc/gakunai/soudaninmeibo.pdf>
 (Campus network required)



You can also report incidents to the Student Support Service Office or Health Science Center.

Student Support Service Office	Yoshida area 083-933-5042	Tokiwa area 0836-85-9015	
Health Science Center	Yoshida area 083-933-5160	Tokiwa area 0836-85-9041	Kogushi area 0836-22-2380

National University Corporation Yamaguchi University Harassment Prevention and Action Guidelines Committee

1677-1 Yoshida, Yamaguchi-shi, Yamaguchi 753-8511

TEL.083-933-5017 FAX.083-933-5024

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STOP campus Harassment



Guided by Yamaguchi University's fundamental principles, the Yamaguchi University Harassment Prevention and Action Guidelines have been adopted in order to ensure that everyone on campus is respected as an individual and can learn, teach, research and work in a comfortable environment free from harassment. We strive to prevent harassment, and where problems do occur, we work towards the appropriate resolution. We hope that each and every member of the university will work together to make room for everyone's differences, respect one another as individuals, and build a comfortable campus where no one will face harassment.

National University Corporation Yamaguchi University Harassment Prevention and Action Guideline Committee

What is harassment?

At this university, harassment is defined as any unwanted inappropriate words or actions which disadvantage a person, and which significantly demean or humiliate someone, in the context of education, research, studying or working, or simply related to the person as an individual.

Sexual Harassment

Sexual Harassment is offensive verbal or physical conduct of a sexual nature by a harasser who perceives people of either the male or female gender as objects and targets of sexual interest. This also includes unpleasant verbal or physical conduct arising from sexual stereotyping or conscious discrimination.

Sexual conduct that exploits power and authority

For example:

- Saying, "I'll give you extra credits if you go out to dinner with me"
- Giving unnecessary individual lessons in the laboratory
- Demanding to go on a business trip or academic conference together

Sexual conduct that can create a hostile environment in school / the workplace

For example:

- Intentionally touching the body (shoulders, back, hips, cheeks, hair etc.)
- Turning the conversation toward the sexual appeal of a person or one's own sexual interests
- Making phone calls of a sexual nature, or sending letter or e-mails with sexual content

Harassment arising from sexual stereotyping and conscious discrimination (gender harassment)

For example:

- Ordering a woman to bring tea, clean, make copies, or run various personal errands simply because they are a woman
- Saying things like, "This is no job for a lady" or "Man up and stop being such a girl"
- Teasing or bullying other staff members or students about their SOGI (Sexual Orientation and Gender Identity)

Power Harassment

Power harassment is the abuse of power and authority in work to interfere with, annoy, or disadvantage a person in relation to work duties.

For example:

- Violent behavior; behavior that can harm someone psychologically; defaming, slandering, or gossiping about a person's private affairs
- Pushing a person towards leaving their job, or suggesting the idea, for no good reason
- Transferring a person frequently to an unfamiliar position or assigning too little or too much work
- Attaching unfair conditions to the reappointment of a fixed-term member of staff

Academic Harassment

Academic harassment is the abuse of power and authority in research or education to interfere with, annoy, or disadvantage a person in relation to research activities or educational guidance.

Conduct related to research activity

For example:

- Intentionally avoiding giving adequate research guidance
- Interfering in the progress of the research by not giving approval to use a device, or by not allocating the necessary research funding or travel expenses
- Not giving approval to certain persons to purchase items required for the research (including students)

Conduct related to educational guidance

For example:

- Severely reprimanding students in a way that exceeds the scope of common sense for educational guidance
- Dealing with the awarding of degrees and credits in an unfair or partial manner
- Pushing a student towards leaving the university, or suggesting the idea, for no good reason

Harassment Related to Pregnancy, Childbirth, Childcare Leave, etc.

This includes harassment due to pregnancy or childbirth, harassment that interferes with the use of systems or provisions related to pregnancy, childbirth, childcare, or nursing care, and harassment due to the use of such provisions which is disadvantageous or harmful to employment, education, or research.

For example:

- Saying things like, "If you're going to take prenatal leave, I want you to quit," or "What kind of man takes childcare leave?"
- Repeatedly saying, "Pregnant women cannot be entrusted with work because no one knows when they will take a day off," and not letting someone do their job
- Upon hearing from a student advisee that she is pregnant, suggesting that she drop out of school because she won't be able to concentrate on her research after giving birth

Other Harassment

For example:

- Forcing a person to drink alcohol in one gulp or forcing a person to drink against their will
- Forcing a person to smoke
- Sending defamatory e-mails about someone to a large number of people

If you feel you are being harassed, don't suffer in silence!

- ❖ Tell the person very clearly that their behavior is making you feel uncomfortable and ask them to stop it.
- ❖ In the case of power harassment, try asking for help from the person's boss, or others nearby, to stop it.
- ❖ Be sure to keep as much as possible in the way of evidence such as e-mails, which objectively demonstrate the harassment.
 1. Date and time
 2. Place
 3. The situation at the time
 4. What the person said and did
 5. How you felt
 6. Any witnesses present etc.
- ❖ Report it to a counselor or close colleague.
 - There are multiple resources available to you at the university.
 - You can make reports not only in person, but also by post, e-mail, phone or fax.
 - It is also possible to report matters on behalf of someone else, or as a third party who has witnessed harassment.
 - You can make anonymous reports, or have a close friend accompany you to a face to face meeting with a counselor.
 - You can still make a report after you have retired, or after graduating or completing your studies.

Make sure you don't become a harasser

Comments intended as jokes, or behavior intended merely to show friendliness can be harassment if the recipient feels uncomfortable or threatened by it. When people are hurt in this sort of way, it can cause not only emotional suffering to the individual, but can even lead to circumstances where they feel they have to leave the university. Harassment has a negative impact on the person concerned and those around them for a long time into the future. Make sure you don't become a harasser by considering these points.

- ❖ To prevent your words and actions from being misinterpreted, communicate with those around you on a daily basis and maintain relationships of mutual trust.
- ❖ Respect each other as individuals, and treat others the way you would like to be treated.
- ❖ Because it is not always possible to refuse someone with social status or power (e.g. a boss, supervisor, or senior student), the absence of a clear statement of intent should not be mistaken for agreement.

If you witness harassment

- ❖ Pretending not to see harassment can be the same as being an accomplice to harassment. If possible, speak out against harassment when you see it happen.
- ❖ Listen to the person being harassed, and assure them that it's not their fault.
- ❖ Ask them what they want to do about it. You can be a witness, or you can encourage the person to report it to a counselor, or go with them to see a counselor.

Observe internet etiquette

When sharing information through social networks, because it's not an in-person interaction, it is easy to use extreme expressions. Even casual posts can make others uncomfortable, and people can become harassers or victims without even realizing it. Always keep in mind that posted information could be seen by anyone, and don't forget to be considerate of others.