



# KEAN

## **Anti-Harassment/Anti-Discrimination Training and Anti-Discrimination Policy**

In accordance with the Kean University anti-discrimination policy (State Policy) and institutional mission, the university is committed to providing a campus environment free from discrimination or harassment. Kean University's policy mandates that employees who have been "subjected to any form of prohibited discrimination/harassment, or who witness others being subjected to such discrimination/harassment" report these incidents promptly to a supervisor, manager or to the Office of Affirmative Action Programs. In addition, all supervisory and managerial employees "must immediately refer any and all allegations of discrimination/harassment" to the Office of Affirmative Action Programs.

The New Jersey State Policy Prohibiting Discrimination in the Workplace requires that all employees receive training pursuant to this policy. **All newly hired employees are required to complete this training within three (3) months of their hire date.**

Kean's online training program, anti-discrimination policy and procedures are available on the Office of Affirmative Action Programs' website at: <http://www.kean.edu/KU/Affirmative-Action>.

The training program is available 24 hours a day, seven days a week and is accessible directly at: <http://slate.workplaceanswers.com/keanuniv>.

All employees should be familiar with the university's anti-discrimination policy. Please contact Dr. Charlie Williams, Director of Affirmative Action Programs by email at [chwillia@kean.edu](mailto:chwillia@kean.edu) or by phone at (908)-737-3332 if you have any questions regarding the policy or online training program.

Thank you.