

# **The Association of College and University Auditors (ACUA)**

## **Anti-Harassment Policy**

### **Original Issuance Date**

January 2020

### **Effective Date**

January 2020

### **Last Revision/Reviewed Date**

March 5, 2026

### **Purpose**

The purpose of this policy is to ensure that ACUA provides a safe, respectful, and harassment-free environment for all participants in its activities. ACUA is committed to fostering an inclusive community where diversity is valued and professional conduct is upheld.

### **Policy Owner**

Executive Committee

### **Scope**

This policy applies to all ACUA members, volunteers, staff, participants and external partners in ACUA-sponsored events, whether held in public or private facilities. It governs behavior during conferences, meetings, and any other ACUA-related activities.

### **Policy Statement**

#### **I. Expected Behavior**

- a. Abide by norms of professional respect to promote free academic interchange.
- b. Communicate views constructively and respectfully.
- c. Value diversity and support an inclusive ACUA community.
- d. Respect the rights and dignity of others regardless of differences.

#### **II. Unacceptable Behavior**

- a. Physical assault or threats of harm.
- b. Persistent and unwelcome solicitation of intimacy.
- c. Intimidating, harassing, abusive, derogatory, or demeaning speech or actions.

- d. Prejudicial comments or actions based on gender, race, ethnicity, sexual orientation, ability, age, religion, or other protected characteristics.
- e. Deliberate intimidation, stalking, or harassment through photography or recording.
- f. Sustained disruption of events or any other persistent, unwelcome, or violent behavior.

### **III. Reporting Process**

- a. If applicable, the first contact should be the local authorities by dialing 911.
- b. Complaints should be submitted using the ACUA Complaint Form and directed to the Executive Director or President of the Board. If either is implicated, the report should go to the Vice President. Complaints or reports should include specific details and facts demonstrating the basis for the complaint, report, or inquiry. Reports will be handled confidentially to the extent practical.
- c. Retaliation against individuals who report concerns in good faith is strictly prohibited.
- d. Violations of this policy may result in disciplinary action, including:
  - i. Revocation of ACUA membership.
  - ii. Termination of volunteer or staff roles.
  - iii. Referral to appropriate legal or regulatory authorities.

### **IV. Determining Whether a Violation Exists**

Upon receiving a complaint, ACUA will investigate the matter, respecting the wishes of those directly involved. If harassment is confirmed, appropriate disciplinary action will be taken.

### **V. Procedures for Resolving Violations**

- a. Notify individuals involved and discuss actions before implementation.
- b. Possible sanctions include written reprimand, removal from events without refund, or termination of membership.

### **VI. Records of Proceedings**

Documentation will include:

- a. Names of individuals involved.
- b. Nature of complaint and applicable dates.
- c. Actions taken, decisions made, and dates.

## **Compliance**

The Executive Committee and Executive Director will discuss any actions that are reported or appear to violate this policy in accordance with IV-VI above. By participating in ACUA activities, individuals agree to abide by this policy.

## **Exceptions**

N/A

## **Definitions**

- **Harassment:** Any unwelcome, persistent, or violent behavior that demeans, intimidates, or threatens another individual.
- **Protected Characteristics:** Gender, gender identity, race, ethnicity, sexual orientation, ability, age, religion, and other forms of diversity.
- **Sexual Harassment:** Uninvited and unwelcome verbal or physical behavior of a sexual nature, especially by a person in authority toward a subordinate.
- **Bullying:** Abuse and mistreatment of someone vulnerable by someone stronger, more powerful, etc.
- **Intimidation:** The act of making timid or fearful or of deterring by threats.
- **Stalking:** To pursue or approach stealthily; harass or persecute someone with unwanted and obsessive attention.
- **Retaliation:** Any adverse action taken against an individual because they reported a concern, filed a complaint, participated in an investigation, or refused to engage in unethical or unlawful conduct.

## **Contacts**

1. **Primary Contact:** President
2. **Secondary Contact:** Executive Director

## **Approval and Revision History**

1. **Approved By:** Board of Directors, January 2020
2. **Revised By:** ACUA Vice President, March 2026
3. **Published To:** ACUA website