Chautauqua Institution
Schools of Fine and Performing Arts

Anti-Bullying

Bullying can foster a climate of fear and disrespect which seriously impairs the physical and psychological health of its victims and creates conditions that negatively affect any learning and working environment. Chautauqua Institution is committed to maintaining high standards for behavior where every member of the Institution community conducts himself/herself in a manner which demonstrates proper regard for the rights and welfare of others.

Bullying is strictly prohibited on any Institution property; at any Institution function, event or activity; or through the use of any electronic or digital technology, whether or not such use occurs on Institution property.

Bullying is defined as the aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals. Such aggressive and hostile acts can occur as a single, severe incident or repeated incidents, and may manifest in the following forms: **Physical Bullying** includes pushing, shoving, kicking, poking, and/or tripping another; assaulting or threatening a physical assault; damaging a person's work area or personal property; and/or damaging or destroying a person's work product. **Verbal/Written Bullying** includes ridiculing, insulting or maligning a person, either verbally or in writing; addressing abusive, threatening, derogatory or offensive remarks to a person; and/or attempting to exploit an individual's known intellectual or physical vulnerabilities. **Nonverbal Bullying** includes directing threatening gestures toward a person or invading personal space after being asked to move or step away. **Cyber-bullying** is defined as bullying an individual using any electronic form, including, but not limited to, the Internet, interactive and digital technologies, or mobile phones.

Bullying shall not include circumstances wherein: A supervisor or any person with supervisory authority reports and/or documents an employee's unsatisfactory job performance and the potential consequences for such performance; A faculty member or academic program personnel advise a student of unsatisfactory academic work and the potential for course failure or dismissal from the program; or A faculty member or academic program personnel advise a student of inappropriate behavior that may result in disciplinary proceedings.

Complaints alleging students bullying other students, employees, contractors, consultants or vendors should be reported immediately to the Director of Residence Halls. The Director of Residence Halls will review the complaint, conduct an investigation, and report findings to the Vice President/Director of Programming for appropriate action. Complaints alleging Institution employees bullying other employees, students, contractors, consultants or vendors, should be reported immediately to the Vice President of Finance/Treasurer. In accordance with Institution policy, the Vice President of Finance/Treasurer will review the complaint, conduct an investigation, and recommend appropriate disciplinary action. Complaints involving bullying by persons not identified above should be reported to the Vice President of Finance/Treasurer. Any case of bullying suspected to be of a criminal nature shall be referred to local law enforcement authorities.