

# Fact Sheet: Workplace Bullying and Harassment

## Bullying and Harassment Are NEVER Okay!



Do you feel that you are the target of harassment? Are you the victim of workplace bullying? That should not be happening. Don't be silent! Don't wait for it to stop or "go away"! You deserve to be treated with respect. Speak up. Get a message to us at AFT Local 243 – we'll listen. We're on your side. (Look for our email addresses at the end of this document.) Take a few minutes and review what the college's employee handbook says about bullying. Let's hold administration to their words.

**From pages 65-66 of the Employee Handbook:** "The college discourages behaviors that a reasonable person would perceive to be demeaning, intimidating, threatening, bullying, or violent enough to significantly impair the ability of an employee, student, or community member to learn, to work, or to participate fully in the rich life of our college. Behaviors that violate the law, that falsely defame a specific individual, that constitute a genuine threat or harassment, that unjustifiably invade substantial privacy or confidentiality interests, or that are otherwise directly incompatible with the functioning of the college are not acceptable."

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**From page 84 of the Employee Handbook:** "Harassment is unwanted, deliberate or repeated unsolicited comments, slurs, demeaning references, gestures, graphic materials, physical contact, solicitation of favors, advances, bullying, or other adverse treatment."

Employees may view the full policy and procedures on the Harassment and Discrimination web page [<https://students.madisoncollege.edu/harassment-discrimination>.] Violations of this policy may result in disciplinary action, up to and including termination of employment."

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**From pages 85-86 of the Employee Handbook:** "Workplace bullying is repeated and unreasonable behavior directed at a worker or a group of workers that harms, intimidates, offends, degrades, or humiliates an employee. Such behavior is a form of harassment and violates the college's Core Values, which convey that all individuals will be treated with dignity and respect."

A single incident of unreasonable behavior does not usually constitute bullying. However, it should not be ignored. A person's intention is irrelevant when determining if bullying has occurred. Bullying can occur unintentionally, where actions which are not intended to victimize, humiliate, undermine, or threaten a person actually have that effect.

The policy on workplace bullying is not intended to, nor shall it be interpreted to, interfere in any way with an individual's academic or personal freedoms.

Employees should contact their manager or the human resources business partner to report workplace bullying. An employee who participates in bullying behavior may be subject to discipline, up to and including termination of employment."

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**Bullying in the workplace is a serious issue that hurts our ability to do our best work. Bullying is an assault on our dignity as human beings.**

**Don't be silent!**

**Don't argue with your bully. Make note of times & dates of the bullying, and how the bullying is affecting you, your work, and your emotional state.**

**Get in touch with your Union.**

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If you'd like to talk to a union officer about bullying or harassment in your workplace, drop one of us an email. AFT Local 243 takes this issue seriously – we believe that a harm to one is a harm to all.

Luke Matthews, President, AFT Local 243 – [aft243pres@gmail.com](mailto:aft243pres@gmail.com)

Jo Zander, VP PSRP Chapter, AFT Local 243 – [psrp243vp@gmail.com](mailto:psrp243vp@gmail.com)

