

HARASSMENT PROTOCOL: CONTACTS AND RESOURCES

Step 1: Assessing Danger

If the targeted staff member feels in immediate danger, call 911, or the Cornell Police at (607) 255-1111.

Step 2: Contact the Victim Advocacy Program

The target of harassment's wishes determines all subsequent steps. They or their advocates may want to contact the Victim Advocacy Program for support: victimadvocate@cornell.edu or (607) 255-1212.

Step 3: Contact the Staff Member's Supervisor

Taking guidance from the staff member, their supervisor should work with the targeted staff member, the Victim Advocacy Program, and Library Human Resources to support the employee. Library Human Resources: <u>LibHR@cornell.edu</u>

Step 4: Identify a Colleague/Administrator to Assist the Staff Member

This colleague would help with practical steps in dealing with immediate communication and documentation needs. *See Harassment Protocol for full details.*

CORNELL RESOURCES FOR DEALING WITH HARASSMENT

- Library Communications: libcomm@cornell.edu
- Library Privacy Services Team: cul-privacy@cornell.edu (607) 255-5760
- Cornell University Police Department: <u>cu_police@cornell.edu</u> (607) 255-1111
- Rave Guardian: https://www.cupolice.cornell.edu/campus-safety-security/rave-guardian-app/
- Faculty and Staff Assistance Program: fsap@cornell.edu (607) 255-2673
- Office of Faculty Development and Diversity: ofdd@cornell.edu (607) 255-6867
- University Relations: vp-univrelations@cornell.edu (607) 255-9029
- University Media Relations Office: mediarelations@cornell.edu (607) 255-6074
- IT Security: itsecurity@cornell.edu (607) 255-5500