



POLICY STATEMENT 2

EQUAL EMPLOYMENT OPPORTUNITY

POLICY DIGEST

Monitoring Unit: Office of Human Resource Management

Initially Issued: April 4, 2014

Last Revised: July 1, 2026

Next Review Date: July 1, 2029

I. PURPOSE

The purpose of this policy statement is to assert LSU New Orleans' commitment to provide equal opportunity for all qualified persons in admission to, participation in, or employment in the programs and activities which the University operates without regard to race, creed, color, marital status, sexual orientation, gender identity, gender expression, pregnancy, religion, sex, national or ethnic origin, age, disability, genetic information, veteran's status, military status, or any other status or organization protected by state or federal law, as well as to implement a procedure to address complaints for those who believe they have been subjected to discrimination and/or harassment in violation of this policy

II. GENERAL POLICY

LSU New Orleans supports equal opportunity standards as set forth in federal and state law. The University requires that all employees and applicants receive fair consideration for employment and that all employees are treated fairly with regard to recruitment, promotions, demotions, transfers, layoffs, furloughs, terminations, rates of pay and other forms of compensation, tenure, training, and other employment practices. This policy statement also complements PM 55 Equal Opportunity Policy, PM 73: Prohibiting Power-based Violence, including Sex- and Gender-based Harassment and Discrimination and Sexual Misconduct, PS 3: Disability Service, Duties & Compliance and PS 58 Recruitment and Selection.

LSU New Orleans complies with the provisions of Title IX, Title VI, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title VII, the Age Discrimination in Employment Act (ADEA), the Americans with Disabilities Act (ADA), and applicable state law. The Associate Vice Chancellor for Human Resource Management or their designee is designated as the individual at LSU New Orleans responsible for coordinating the University's compliance with these statutory provisions.

The University reaffirms and emphasizes its commitment to provide a workplace free from discrimination and harassment and to provide a means to address complaints of discrimination and/or harassment. LSU New Orleans also reiterates its commitment and responsibility to protect its employees and students from discrimination, harassment, and retaliation for participating in the

complaint process. This Policy Statement is not intended to infringe upon constitutionally guaranteed rights nor upon academic freedom. In considering allegations of discrimination and/or harassment, the University must be concerned with the rights of both the complainant and the accused.

All complaints of discrimination and/or harassment will be addressed. Substantiated cases shall result in appropriate discipline or other corrective action. The severity of the disciplinary action shall be consistent with the seriousness of the act of discrimination and/or harassment. Additionally, under appropriate circumstances, the University may take action to protect its employees and students from harassment by individuals who are not employees of the University. The Chancellor, Vice Chancellors, Deans, Directors, Department Heads, and all other supervisory employees are responsible for assisting the university in the implementation of this policy.

Anyone having questions regarding this policy or a complaint regarding a possible violation of this policy should contact the Office of Human Resource Management, 213 Administration Building, 504-280-6259, hr@lsuneworleans.edu.

A. Complaint Options

Any member of the University community who believes they have been subjected to discrimination and/or harassment in violation of this policy has a right and an obligation to report the conduct to any University official, supervisor, or the Office of Human Resource Management. No student or employee is required to report or make a complaint of discrimination and/or harassment to the person who is engaging in the problematic conduct.

Because discrimination and harassment may involve a wide range of behaviors and is, in part, a function of the way in which such behaviors are perceived, the way in which a given incident is appropriately treated depends on its effect upon the recipient as well as upon the specific behavior itself. For example, simply informing the individual through verbal or written communication that the behavior is unwelcome and should cease may be sufficient to end it. If this is ineffective or the situation is such that an individual is unwilling or unable to deal with it in this way, other means of addressing such concerns are provided in this policy.

To ensure that situations that may involve discrimination and/or harassment are handled appropriately, Vice Chancellor, Deans, Directors, Department Heads, supervisory employees and any other University officials who receive a complaint or who become aware of a possible violation of this policy will immediately notify the Office of Human Resource Management for advice and assistance on how to respond to the complaint. The Office of Student Affairs is responsible for addressing complaints involving student on student harassment and/or discrimination when neither the accused(s) nor the accuser(s) are employees of the University.

If an individual believes that they have been subjected to discrimination and/or harassment, the individual may make use of both the informal and formal resolution procedures explained below.

B. Informal Procedure

Under the informal procedure, a complaint may be filed with the Office of Human Resource Management, or Vice Chancellor, Dean, Director, Department Head, or any other

supervisory employee. Use of the informal procedure is optional, and the individual can choose to bypass, discontinue, or initiate a formal complaint at any time during the informal process. The complainant, the person receiving the informal complaint, and the Office of Human Resource Management will jointly determine how best to handle the complaint. The information reported to the University related to a complaint will be treated as confidentially as possible with only those with a need to know being informed of the complaint.

C. Formal Procedure

If an individual opts to follow the formal procedure, an individual should file a complaint with the Office of Human Resource Management. A formal investigation of the complaint will be conducted to determine if sufficient evidence exists to conclude that a violation of the University's policy has occurred. The individuals involved in the complaint will be notified about its resolution.

Both of these procedures will operate under the general principles of fairness and confidentiality and will be used in a way that attempts to ensure that a charge of discrimination and/or harassment is carefully reviewed to determine whether a violation of this or related policies has occurred and to further provide that the rights of both the complainant and the accused are protected. Substantiated violations of this policy will result in appropriate discipline or corrective action. Furthermore, employees, students, witnesses, and/or other participants involved in the complaint, or its investigation are protected from retaliation of any form. Any employee violating the prohibition against retaliation may be subject to disciplinary action up to and including termination.

III. RECRUITMENT AND SELECTION

The university, through its recruitment and employment policies, will recruit and employ qualified personnel and will provide equal opportunities during the selection process and employment without regard to race, color, marital status, sexual orientation, gender identity, gender expression, creed, religion, sex, national origin, age, mental or physical disability, or veteran's status. PS 58 Recruitment and Selection provides guidelines designed to achieve optimal recruitment and placement objectives.

IV. Sources

[Title VI](#)

[Title VII](#)

[Title IX](#)

[Age Discrimination in Employment Act \(ADEA\)](#)

[Americans with Disabilities Act \(ADA\)](#)

[Section 504 of the Rehabilitation Act Of 1973](#)

V. Appendices

[PM 55 Equal Opportunity Policy](#)

[PM 58 Recruitment and Selection](#)