

# UW REGULATION 1-5 Civil Rights Discrimination

## I. DEFINITIONS

Discrimination includes:

- a. **Civil Rights Discrimination** – Adverse treatment and harassment on the basis of race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations.
- b. **Employment Discrimination** – Civil rights discrimination in hiring, discharge, compensation, promotion, terms and conditions of employment, or other treatment which adversely affects employment status.
- c. **Program Discrimination** – Civil rights discrimination that serves to exclude from or deny to its clientele equal access to the University’s programs, activities, or benefits.
- d. **Sexual Harassment** – Unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature.
- e. **Retaliation** – Adverse action or threat made in reprisal against any individual who participates as an actual or potential party, witness, or representative relating to a report of discrimination or harassment as authorized by this policy.

## II. POLICY

It is a violation of University policy to interfere with or circumvent in an inappropriate manner the employment or educational pursuits of any member of the University community. Discrimination and retaliation are specifically prohibited. Violations of this policy will be addressed promptly, with appropriate corrective action taken; violations of a severe or persistent nature are considered serious and may result in separation from the University.

## III. RESPONSIBILITY

It is the responsibility of any person subjected to discrimination or retaliation to promptly report the occurrence of the offending remarks or behavior to the Director of Diversity and Employment Practices or other appropriate University officials. University officials include every administrative officer, dean, director, department head, supervisor, and all instructional personnel. A report of discrimination or retaliation made to a University official shall be referred to the next administrative level of the University and to the Director

of Diversity and Employment Practices, who is responsible for coordination of this policy. Requests for confidentiality or anonymity shall be respected consistent with the University's obligation to investigate all reports of discrimination or retaliation.

#### **IV. PROCEDURES**

The University will respond to all reports of discrimination or retaliation.

- a.** Acts of discrimination or retaliation should be reported promptly and without unreasonable delay. Student complaints should normally be reported within one semester following any occurrence.
- b.** The University's Director of Diversity and Employment Practices will be responsible for administering a complaint investigation process.
- c.** All parties have responsibility for ensuring full cooperation with the investigator.
- d.** The vice president or appropriate dean shall promptly address any instance of discrimination or retaliation identified in the investigation.
- e.** The vice president must authorize any disciplinary action.
- f.** The vice president or appropriate dean may meet with any individual accused of discrimination or retaliation to discuss issues raised in the investigation and any disciplinary action which might be contemplated.
- g.** The vice president shall provide written notice of any disciplinary action imposed.
- h.** Any corrective action or discipline imposed as a result of substantiated discrimination or retaliation shall be consistent with applicable faculty, staff, and student dispute resolution, grievance or appeals processes.

#### **V. DISPOSITION OF THE RECORD**

All records concerning a discrimination or retaliation complaint shall be considered a personnel record and closed to the public in accordance with Wyoming law. Records involving students shall be forwarded to the Dean of Students and shall be closed in accordance with federal and Wyoming law.

**Source:**

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