

Equal Employment Opportunity

Lafayette College assures equal employment opportunity in all its personnel policies which will be administered without regard to race, color, religion, sex, sexual orientation, gender identity and expression, national origin, age, or disability; and further, that no employee shall be subjected to harassment by any other employee because of these factors.

The College affirms that fair employment practices must be adhered to in order to prevent discrimination and that where any adverse situation exists special efforts are required to eliminate it. The College is pledged to a determined effort in support of these beliefs and this policy.

All employees are responsible for giving this nondiscrimination policy full support through leadership and example. The duty of every employee is to create a work environment which is conducive to our policies on fair employment practices. The oversight of the Equal Opportunity Program has been assigned to the Vice President of Human Resources who will serve as Equal Opportunity Officer.

The College affirms that diversity in the teaching staff and among other employee groups is valuable. The College will work with and seek assistance from appropriate minority group agencies, educational institutions and other appropriate entities to achieve this goal.

Equal Employment Opportunity Grievance Procedure

The intended purpose of this procedure is to promote the orderly resolution of problems arising out of employment. Any employee who believes he or she has been treated in a way that is inconsistent with Lafayette College's Equal Employment Opportunity policy may register a complaint by using this grievance procedure. Employees included in the bargaining unit must use the procedure described in the union agreement unless the nature of the grievance is not specifically covered there, in which case the procedure described here may be used. In no one situation may both procedures be utilized.

To request a formal review an employee must submit a letter which clearly states the nature of the grievance, supported by relevant facts, within two (2) weeks following the incident causing the complaint to the Office of Human Resources. The Office of Human Resources shall investigate the case and respond to the complaint.

If the employee is not satisfied with the result of the review by the Office of Human Resources, he or she may submit a written request for further review to the President of the College within two (2) weeks after the date of the Office of Human Resource's response. The President will then consider the grievance and respond to the employee.