

**Need to know more about  
reasonable accommodation?**

The University is dedicated to providing reasonable accommodations to qualified students, employees, and those with disabilities participating in programs and services. This is done in accordance with the Rehabilitation Act of 1973, the Americans with Disabilities Act and as detailed in the University of Kentucky Affirmative Action Plan.

**STUDENTS:**

If you are a UK student and need reasonable accommodations, you should contact the Disability Resource Center, Room 2, Alumni Gym, (859) 257-2754.

**FACULTY and STAFF:**

If you are a qualified UK faculty member or staff employee with a disability, you may request reasonable accommodation from your supervisor, chair, dean, director, or by contacting the Office of Institutional Equity and Equal Opportunity. Acquire an accommodation request form from this office or online.

If you have questions about your rights under the ADA, whether you are a qualified individual with a disability, or the documentation required to establish that status, you should contact the Office of Institutional Equity and Equal Opportunity. Any individual, supervisor, or an individual accompanied by their supervisor may schedule an appointment to determine eligibility and the reasonable/effective accommodation that may enable the individual to successfully perform the essential functions of their position.

**APPLICANTS FOR EMPLOYMENT:**

If you are interested in employment at the University of Kentucky and require reasonable accommodations during the application process, contact:  
**Human Resources Employment, Room 109,  
Scovell Hall, (859) 257-9555**

**Compliance with Regulation**

The University of Kentucky is committed to a policy of providing equal opportunities for all persons in recruitment, appointment, promotion, payment, training, and other employment and education practices without regard for economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, marital status, or age. The University does not discriminate on the basis of uniform service, veteran status, or physical or mental disability when an individual otherwise meets the minimum qualifications for application or participation. Compliance with Title IX of the Educational Amendments of 1972, which prohibits sex discrimination, and with Title VI and Title VII of the Civil Rights Act of 1964 is coordinated by the Office of Institutional Equity and Equal Opportunity.

Efforts to comply with the laws and regulations applicable to people with disabilities are also coordinated by the Office of Institutional Equity and Equal Opportunity, as required by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

The written University of Kentucky Affirmative Action Plan (AAP), in accordance with Executive Order 11246, Section 503 of the Rehabilitation Act of 1973, and The Vietnam Era Veterans' Readjustment Assistance Act of 1979 (VEVRAA), may be viewed in the Office of Institutional Equity and Equal Opportunity. The AAP is available from 9:00 a.m. until noon and 1:00 p.m. until 4:00 p.m. Monday thru Friday when the University of Kentucky is officially in session. The AAP may also be viewed on-line ([www.uky.edu/EVPFA/EEO](http://www.uky.edu/EVPFA/EEO)) and in the W.T. Young Library Reference Desk.



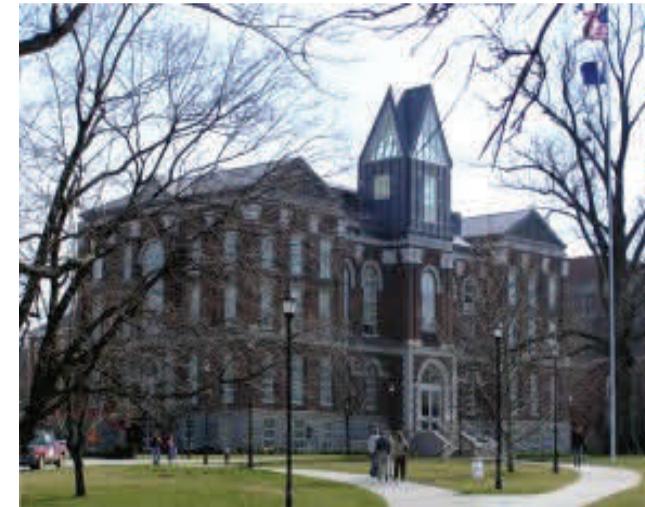
*University of Kentucky is an  
Equal Opportunity University*

# Office of Institutional Equity and Equal Opportunity

13 Main Building  
Lexington, KY 40506-0032  
[www.uky.edu/evpfa/eeo](http://www.uky.edu/evpfa/eeo)

Tel: 859-257-8927

FAX: 859-323-3739



To the UK Family,

As the University of Kentucky fosters a community of learning and engagement, we strive to ensure that the contributions of all students, faculty, staff and visitors are valued and respected.

This brochure contains necessary information for every member of the University community. It outlines policies and procedures for handling allegations of discrimination and harassment; it defines sexual, racial and other causes of harassment in accordance with the law and University policy; and it illustrates impermissible conduct and offers procedures for seeking help. The University of Kentucky does not tolerate discrimination or harassment of any student, faculty, staff or visitor. Our community must address – without delay – allegations as they occur and ensure the University provides the most effective means to prevent future incidences.

If we are to commit anew to our shared Kentucky Promise – calling upon us to transform lives through education, research and service – then our campus community must be one of mutual respect and human dignity for faculty, staff, students and visitors.

Our efforts will provide students, faculty, staff and those working and volunteering with the University an enlightened worldview; a deeper understanding of civic values, social justice and service to the common good; and exhibit a greater understanding for different cultures and beliefs. We share a deep responsibility in fostering an environment of inclusiveness that maximizes our community's work-life and learning opportunities, so that we may celebrate genuine success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eli Capilouto'.

Eli Capilouto  
President

## Policy on Discrimination and Harassment

### AR 6:1

The University of Kentucky, in its efforts to foster an environment of respect for the dignity and worth of all members of the University community, is committed to maintaining an environment free of prohibited discrimination, which includes sexual and other forms of harassment. Discrimination and harassment are prohibited between members of the University community and shall not be tolerated.

### DEFINITIONS

Discrimination: an action or behavior that results in negative or different treatment of an individual based upon race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, marital status, age, uniform service, veteran status, or physical or mental disability. Discrimination is also prohibited in employment matters based on whether an individual is a smoker or non-smoker, as long as the person complies with any workplace policy concerning smoking.

Harassment: a form of discrimination, is unwelcome conduct that is based on the statuses noted above. Harassment becomes a violation of University policy when:

1. The offensive conduct explicitly or implicitly becomes a term or condition of employment or participation in a University course, program or activity; or
2. The conduct is sufficiently severe, pervasive or persistent to interfere with an individual's work, academic or program participation, or creates an environment that a reasonable person would consider intimidating, hostile, or offensive.

Sexual Harassment: a form of sex discrimination, may or may not take place in situations of a power differential between the individuals involved. Sexual harassment includes unwelcome\* sexual advances, requests for sexual favors, or other verbal or physical behavior of a sexual nature and becomes a

violation of University policy when:

1. The offensive conduct explicitly or implicitly becomes a term or condition of employment or participation in a University course, program or activity; or
2. The conduct is sufficiently severe, pervasive or persistent to interfere with an individual's work, academic or program participation, or creates an environment that a reasonable person would consider intimidating, hostile, or offensive.

\*Conduct of an amorous or sexual nature occurring in an apparently welcome relationship may be unwelcomed due to the existence of a power difference which restricts a subordinate's freedom to participate willingly in the relationship.

If one of the parties in an apparently welcome amorous or sexual relationship has the responsibility for evaluating the performance of the other person, the relationship must be reported to the dean, department chair or supervisor so that suitable arrangements can be made for an objective evaluation of the student or employee. (Governing Regulation I.D.2(q))

Retaliation: Retaliation occurs when an adverse action is taken against a covered individual because he or she engaged in a protected activity, i.e. reporting discrimination or participating in an investigation of a discrimination report.

Members of the University Community: Members of the University Community are its faculty, staff, students, and volunteers, as well as customers and visitors of the University.

### PROHIBITED ACTS AND SANCTIONS

Every member of the University Community is prohibited from:

1. Engaging in discrimination;
2. Retaliating in any manner against any individual who reports discrimination or who

reports discrimination or who participates in an investigation of discrimination report; and,

3. Making an intentionally false accusation of discrimination through the University's procedures.

Any member of the University community who engages in a prohibited act against any other member of the University community shall be subject to disciplinary action and appropriate sanctions up to and including termination or expulsion. If an individual has more than one role or status at the University, e.g. an employee also enrolled as a student, the individual's status at the time the alleged incident occurred and the capacity in which the incident occurred are used to determine the appropriate sanctions.

### EXAMPLES OF HARASSMENT

#### Sexual and Other Forms of Harassment

May include, but is not limited to the following: sexual or physical assault; unwelcome physical contact such as touching; direct solicitation of sexual activity; sex-related behavior accompanied by promise of reward or threat of punishment; unwelcome sexual remarks about a person's clothing or body; offensive sexual questions, jokes, anecdotes and stories; display of sexually offensive posters, pictures, words or messages; introduction of sexually explicit materials into the classroom or into the workplace without an educational or work-related purpose; offensive jokes, slurs, epithets or name calling; physical assaults or threats; intimidation, ridicule or mockery; insults; offensive objects or pictures; conduct which interferes with participation in or benefit from work or academic performance.

### WHAT IF YOU ARE HARASSED?

Everyone at the University of Kentucky has the right to experience an environment free from discriminating or harassing behavior. If you feel that you have experienced or witnessed this type of behavior, seek assistance within the University promptly. Allegations of discrimination and harassment should be reported to the Office of Institutional Equity and Equal Opportunity.

### Other suggestions include:

- Talk to someone you trust about the problem.
- Keep a written record of dates, times, places, witnesses, discussions and specific action for each occurrence.
- Make it clear to the harasser that the behavior is offensive and will not be tolerated.

### PROCEDURES

The Office of Institutional Equity and Equal Opportunity is the University office charged with handling complaints of discrimination and for developing procedures for the investigation and resolution of reports.

In determining whether alleged conduct constitutes harassment, the record as a whole will be considered, as well as the totality of the circumstances. This means that the nature of the alleged conduct and the context in which the alleged conduct occurred will be examined and evaluated to determine whether the totality of circumstances of the conduct created a violation of University policy.

### Who To Contact:

A complaint of discrimination or harassment may be initiated by contacting any dean, director, faculty member, department head, manager, supervisor, or other individual with supervisory or administrative responsibility. Any such individual who receives a complaint of discrimination or harassment shall report the allegation to the Office of Institutional Equity and Equal Opportunity.

Everyone may report discrimination or harassment without fear of retaliation. Any form of retaliation is considered serious even in the absence of a finding of discrimination.

Contact:  
Office of Institutional Equity and Equal Opportunity  
13 Main Building  
Phone: 859-257-8927  
Fax: 859-323-3739