

**UNIVERSITY OF HOUSTON SYSTEM
ADMINISTRATIVE MEMORANDUM**

SECTION: General Administration

NUMBER: 01.D.05

AREA: Legal Affairs

SUBJECT: Equal Opportunity and Non-Discrimination Statement

1. PURPOSE

The University of Houston System recognizes the importance of and adheres to the practice of providing all prospective and current employees and students with equal opportunity in education and employment in compliance with state and federal laws. The System also seeks to foster an environment free from discrimination. The System has developed this statement of non-discrimination to provide recognition and implementation of this philosophy.

2. POLICY

The policy of the University of Houston System and its components is to ensure equal opportunity in all its educational programs and activities, and all terms and conditions of employment without regard to age, race, color, disability, religion, national origin, veteran's status, genetic information, or sex (including pregnancy), except where such a distinction is required by law. Additionally, UH System prohibits discrimination in all aspects of employment and educational programs on the basis of sexual orientation, gender identity, or gender expression.

Employees, students, and visitors to campus with questions and/or complaints regarding discrimination, or sexual misconduct (such as sexual violence) under Title IX may contact the Title IX Coordinator for your campus or the U.S. Department of Education's Office for Civil Rights. The name, title, office address, telephone number, and e-mail address of the Title IX Coordinator for each campus can be found [here](#).

Each component university is responsible for ensuring compliance with all federal and state laws, regulations and guidelines, and with System policies.

3. REVIEW AND RESPONSIBILITY

Responsible Party: Vice Chancellor for Legal Affairs and General Counsel

Review: Every three years on or before August 31

4. APPROVAL

Approved: Dona Cornell
Vice Chancellor for Legal Affairs and General Counsel

Renu Khator
Chancellor

Date: March 24, 2016

REVISION LOG

Revision Number	Approval Date	Description of Changes
1	09/04/1990	Initial version (Document number is 02.A.01)
2	05/11/1992	Updated Section 1 to include state and federal laws. Revised Section 2 per current equal opportunity employment guidelines
3	05/06/2002	Applied revised SAM template to meet current documentation standards. Revised Section 2 to emphasize "System" instead of "Component Campuses." Changed responsible party to General Counsel
4	06/20/2005	Applied revised SAM template to meet current documentation standards. Moved SAM 02.A.01 to SAM 01.D.05. Changed approval to Vice Chancellor for Legal Affairs
5	06/05/2012	Applied revised SAM template and added new revision log. Completed revisions to Sections 1.0 and 2.0 to reflect current operating practices, including the addition of genetic information, sexual orientation, gender identity and expression, and pregnancy to EEO factors. Removed Section 5.0, Index terms

Revision Number	Approval Date	Description of Changes
6	03/24/2016	Changed title of SAM 01.D.05 from “Equal Employment Opportunity” to “Equal Opportunity and Non-Discrimination Statement.” Updated Section 1 to prospective and current employees and students to have equal opportunity in education and employment, and added statement of non-discrimination. Revised Section 2 to reflect current operating practices, GENDA statement and Title IX information in terms of guidelines from the U.S. Department of Education’s Office for Civil Rights. Updated title for responsible party and approval