



January 25, 2019

MEMORANDUM

To: All Employees, The University of Texas System Administration
From: James B. Milliken, Chancellor
Subject: System Policies Regarding Employment Discrimination and Sexual Harassment

Every year, the Chancellor's office distributes a memorandum to all UT System Administration employees that underscores System policies with respect to both employment discrimination and unlawful harassment. Please review the following information, so that you are aware of, and observe, these policies.

Equal Employment Opportunity Policy Statement

UT System Administration is an equal employment opportunity employer and does not discriminate against applicants or employees on the basis of race, color, national origin, religion, gender, age, disability, veteran status, or sexual orientation. UT System Administration is committed to ensuring that all aspects of employment, including recruitment, promotion, compensation, benefits, and training, are based on equal employment opportunity principles. In addition, UT System Administration will continue to make good faith efforts to attract as applicants qualified minorities, women, veterans, and individuals with disabilities.

It is the responsibility of all UT System Administration personnel to assure continued compliance with our Equal Employment Opportunity policy, HOP 3.1.1, through adherence to established procedures. Additional information is available at <https://www.utsystem.edu/sites/policy-library/policies/hop-311-equal-employment-opportunity>.

Prohibition of Sexual Harassment

UT System Administration is committed to the principle that the working environment should be free from inappropriate conduct of a sexual nature. Sexual misconduct and sexual harassment are unprofessional behaviors, and individuals who engage in such behavior will be subject to disciplinary action. The Sexual Harassment and Misconduct policy, HOP 3.7.1, applies to all UT System Administration employees and refers not only to unwelcome conduct that violates federal and state laws concerning sexual harassment, but also to any inappropriate conduct of a sexual nature. The policy is applicable regardless of the gender of the complainant or the alleged harasser. Please refer to <https://www.utsystem.edu/sites/policy-library/policies/hop-371-sexual-harassment-and-misconduct> for more information.

Equal Employment Officer

Complaints regarding employment discrimination, sexual harassment, or sexual misconduct should be addressed to the UT System Administration Equal Employment Officer, Ms. Julie Goonewardene, at (512) 499-4355 or jgoonewardene@utsystem.edu. Retaliation on the basis of a complaint is prohibited, and all inquiries will be confidential to the extent permitted by law.

JBM:sg