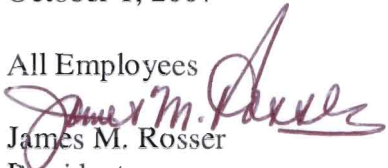


# Office Memorandum

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Date: October 1, 2007

To: All Employees

From:   
James M. Rosser  
President

Copies: K. Button, D. Cardoza, S. Garcia, P. Quan, A. Ross

Subject: **Annual Notification of Campus Statement on Nondiscrimination, Compliance with the Americans with Disabilities Act, and the Prohibition of Sexual Harassment**

Each year the University is required to inform the campus community of its commitment to nondiscrimination, compliance with the Americans with Disabilities Act, as well as the Policy on the Prohibition of Sexual Harassment. **In addition, those specific areas copied must ensure that these policy statements appear in their respective publications at least annually.** The University's policies and statements are attached.

Thank you for your cooperation and assistance in this matter. If you have any questions, please contact the Office for Equity and Diversity, Administration Building Room 606, extension 3-3040.

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COPIES:

A. Ross, Student Affairs; C. Lenz, Career Development Center; E. Lipton, Educational Support Services; F. Smith, University-Student Union; J. Aguirre, University-Student Union; J. Celaya-Davis, University-Student Union; J. Spurrier, University Times; J. Tipton, Student Health Center; J. Woosley, Registrar's Office; N. Miron, Public Affairs; S. Krentzman, Educational Support Services; A. Gonzalez, Undergraduate Studies; J. Galvan, Graduate Studies and Research; M. Falvey, Charter College of Education; B. Yorker, Health and Human Services; G. Novak, Natural & Social Sciences; D. Lee, Business and Economics; H.K. Moo-Young, Engineering, Computer Science, and Technology; T. Allison, Arts and Letters; M. Dhada, Extended Education; A. Kawakami, University Librarian



## California State University, Los Angeles

### NONDISCRIMINATION STATEMENT

California State University, Los Angeles affirms its commitment to equality of opportunity for all individuals. This commitment requires that no discrimination shall occur in any program or activity of the University on the basis of race, color, religious creed, national origin, sex, gender identification, ancestry, physical disability (including HIV and AIDS), mental disability, medical condition, pregnancy, age (over 40), marital status, political affiliation, sexual orientation, Vietnam Era veterans status, special disabled veterans, recently separated veterans and other protected veterans, or any other classification that precludes a person from consideration as an individual. Further, the University's commitment requires that no retaliation shall occur because an individual filed a complaint of discrimination or in some other way opposed discriminatory practices, or participated in an investigation related to such a complaint. This policy is in accord with Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Educational Amendments of 1972, as amended, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Vietnam Era Veterans' Readjustment Act of 1974, and related administrative regulations and executive orders. Inquiries concerning the application of Title IX, Sections 503 and 504, and other nondiscrimination laws may be referred to the Office for Equity and Diversity (Telephone: [323] 343-3040), the campus office assigned the administrative responsibility of reviewing such matters. Title IX inquiries may also be directed to the Regional Director of the Office for Civil Rights, Region IX, Old Federal Building, 50 United Nations Plaza, Room 239, San Francisco, CA 94102.



## California State University, Los Angeles

### NOTIFICATION OF COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA)

California State University, Los Angeles does not permit discrimination on the basis of disability in admission to, access to, or operation of its instruction, programs, services, or activities, or in its hiring and employment practices. Also, the University does not permit harassment based on a protected disability. In addition, the University does not permit discrimination or harassment based on an applicant's, employee's, or student's relationship with or association with anyone with a known protected disability.

Upon request, the University will consider reasonable accommodation(s) when needed to facilitate the participation of persons with protected disabilities. Reasonable accommodations will be considered to permit individuals with protected disabilities to: (a) complete the admission/employment process; (b) perform essential job functions; (c) participate in instruction, programs, services or activities; and, (d) enjoy other benefits and privileges of similarly situated individuals without disabilities.

Questions, concerns, complaints and requests for reasonable accommodation or additional information may be forwarded to Human Resources Management, Office for Equity and Diversity, the campus office assigned responsibility for compliance with the ADA. The Office for Equity and Diversity is located in Administration 606 and is open Monday through Friday, 8:00 a.m. to 5:00 p.m., (323) 343-3040, or TDD: (323) 343-3670.



## California State University, Los Angeles

### POLICY ON THE PROHIBITION OF SEXUAL HARASSMENT

California State University, Los Angeles will take action to prevent and eliminate sexual harassment, as mandated by the Chancellor's Executive Order No. 927.

Sexual harassment is conduct subject to disciplinary action, including termination. Sexual harassment\* includes but is not limited to:

- Unwanted sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.
- Any act which contributes to a workplace or learning environment that is hostile, intimidating, offensive, or adverse to persons because of the sexual nature of the conduct.
- Conditioning an act, decision, evaluation, or recommendation on the submission to or tolerance of any act of a sexual nature.

Although this policy focuses on the treatment of persons lacking or holding lesser authority by persons possessing greater authority, it does not preclude the possibility that sexual harassment may also be perpetrated by persons lacking or holding lesser authority, e.g., employee, student, or applicant. In determining whether conduct constitutes sexual harassment, the circumstances surrounding the conduct are considered.

The prohibition against sexual harassment applies to all transactions of University business, whether on or off campus.

Individuals with supervisory authority are responsible for reporting a formal complaint about sexual harassment to the Office for Equity and Diversity. Failure to do so may lead to appropriate administrative action.

Specific rules and procedures for reporting charges of sexual harassment and for pursuing available remedies are available in the following locations: Human Resources Management; Office for Equity and Diversity; Office of the Vice President for Student Affairs; University Counseling Center; and Women's Resource Center.

James M. Rosser, President  
Approved November 4, 1981;  
December 13, 1993;  
September 3, 1996

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\* The parameters of "sexual harassment" are legally defined by state and federal statutes and Court decisions. While the policy set forth above describes actions, which fall generally within the scope of "sexual harassment," all CSU employees and students are required to conduct themselves in a manner that avoids sexual harassment as defined by state and federal laws.