



THE UNIVERSITY *of* NORTH TEXAS
HEALTH SCIENCE CENTER *at* FORT WORTH



Office of Equal Opportunity

The University of North Texas System Office of Equal Opportunity provides guidance for employees regarding state and federal programs related to equity and non-discrimination in the workplace.

The UNT System is committed to providing an employment and learning environment at each component -- University of North Texas, UNT Health Science Center, UNT Dallas/UNT Dallas College of Law and UNT System Administration -- that gives each person the opportunity to be a productive and valued employee.



The University of North Texas System is firmly committed to equal opportunity and does not permit -- and takes actions to prevent -- discrimination, harassment (including sexual violence) and retaliation on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, genetic information, or veteran status in its application and admission processes, educational programs and activities, facilities and employment practices. The University of North Texas System immediately investigates complaints of discrimination and takes remedial action when appropriate. The University of North Texas System also takes actions to prevent retaliation against individuals who oppose any form of harassment or discriminatory practice, file a charge, or testify, assist or participate in an investigative proceeding or hearing.

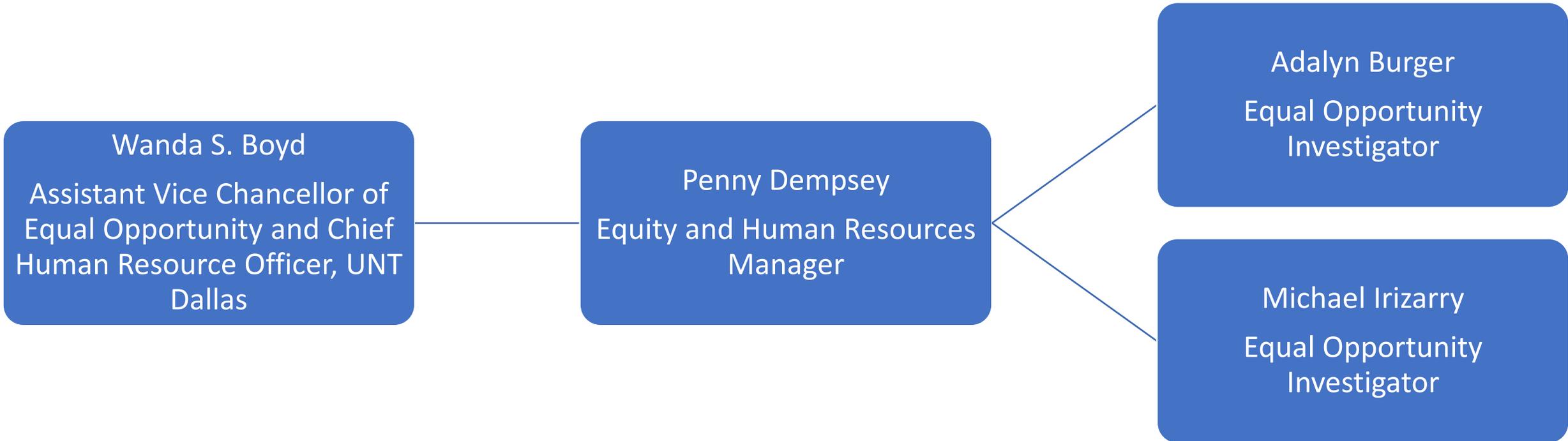


Equal Opportunity Services

- Investigations of alleged discrimination, harassment and sexual misconduct
- Training and development of training to explain equal opportunity laws, regulations and policies
- Creation or revision of policies related to all areas of equal opportunity
- Environmental Assessments
- Affirmative Action Plan consultation and audits



Meet Our Team





Complaints

There are 5 offices that handle complaints for the HSC Campus:

1. Employee Relations (staff grievances)
2. Office of Equal Opportunity
3. Office of Institutional Integrity and Awareness
4. Office of Title IX
5. Faculty Affairs (Faculty Grievance and Affairs Committee)



Employee Relations

Website: <https://www.unthsc.edu/administrative/human-resources>

Policy: 5.109, *Staff Grievance*

The University of North Texas Health Science Center (“HSC”) is committed to treating all employees fairly and equitably, and to maintaining a formal process to resolve work-related grievances in a fair and prompt manner. No employee shall be disciplined or otherwise adversely affected in his or her employment in any way for exercising rights under this policy. The UNT Health Science Center provides a formal, internal process for the good faith resolution of work-related grievances and responds to employee grievances fairly in accordance with this policy.



Equal Opportunity

Website: <https://hr.untssystem.edu/equal-opportunity-office-title-ix>

Policy: 5.106, Prohibition Against Discrimination, Sexual Misconduct, Harassment and Related Retaliation

The University of North Texas Health Science Center (“HSC”) prohibits sexual misconduct, discrimination, harassment, and retaliation because of race, color, national origin, age, religion, disability, genetic information, sex, sexual orientation, gender identity, gender expression and veteran status or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; caregiving; and HSC facilities.

HSC takes active measures under this policy to prevent such conduct and immediately investigates and takes remedial action when appropriate.

Office of Institutional Integrity and Awareness

Website: <https://www.unthsc.edu/administrative/institutional-compliance-office/>

The Office of Institutional Integrity and Awareness will continue to have oversight and management HSC's Compliance Program which includes policies, clinical compliance, compliance education and training, privacy, investigations, conflict of interest and the Code of Culture.

Students, employees, patients and others may address a compliance concern the following ways:

Discuss it with your Supervisor or Advisor

Speak to the SVP Chief Integrity Officer, 817-735-5131

Seek guidance or file a report on the HSC Trust Line (formerly the Ethics Hotline)

(844) 692-6025 | www.unthsc.ethicspoint.com

Managers and Supervisors may report issues directly

Compliance Report And Management Form –

https://unthsc.ethicspointvp.com/custom/unthsc/forms/mgr/form_data.asp?lang=en



Office of Title IX

Website: <https://www.unthsc.edu/title-ix/>

Policy: 7.106, *Title IX*

It is the policy of the University of North Texas Health Science Center (“HSC” or “Health Science Center”) to maintain a safe and respectful work and educational environment that is free from sexual harassment and that allows all individuals to participate fully in the benefits and privileges the Health Science Center offers. In furtherance of this policy, HSC prohibits sexual harassment, sexual assault, dating violence, domestic violence, and stalking in its educational programs or activities, and in the workplace. Faculty, staff and students who violate this policy are subject to disciplinary action.



Faculty Affairs (Faculty Grievance and Appeals Committee)

Website: <https://www.unthsc.edu/office-of-faculty-affairs/faculty-grievance-and-appeal-committee/>

Policy: 6.106, *Faculty Grievance and Appeal*

It is the policy of HSC to encourage fair, efficient, and equitable solutions for professional conflicts, and to prompt, fair and equitable treatment of all faculty. HSC provides a formal, internal process for the good faith resolution of employment-related grievances to meet the requirements of State and federal law.



What is the difference?

1. Is the basis on a protected class?

1. Age
2. Race
3. Religion
4. Color
5. National Origin
6. Disability
7. Genetic Information
8. Veteran Status
9. Sex

2. Is the basis on sex?

1. Gender
2. Sexual Orientation
3. Gender identity or expression
4. Sexual Harassment, Sexual Assault, Dating Violence, Domestic Violence, Stalking



Title IX Jurisdiction

- The conduct occurred in an educational program or activity controlled by the HSC (including buildings or property controlled by recognized student organizations), and/or
- HSC has control of the Respondent; and/or
- The conduct occurred against a person in the United States; and/or
- At the time of filing a formal Complaint, the Complainant was participating in or attempting to participate in the education program or activity of the recipient; and/or
- The conduct alleged in the formal Complaint, even if found to be true, would reach the severe, pervasive, **and** objectively offensive standard.
 - Severe - generally defined as something very great, extreme, harsh, or intense; and
 - Pervasive - conduct that alters the conditions of employment and creates a hostile or abusive work environment; and
 - Objectively offensive - that is, conduct that would offend a reasonable person and not just a particularly sensitive individual.



Title IX Office Dismissals

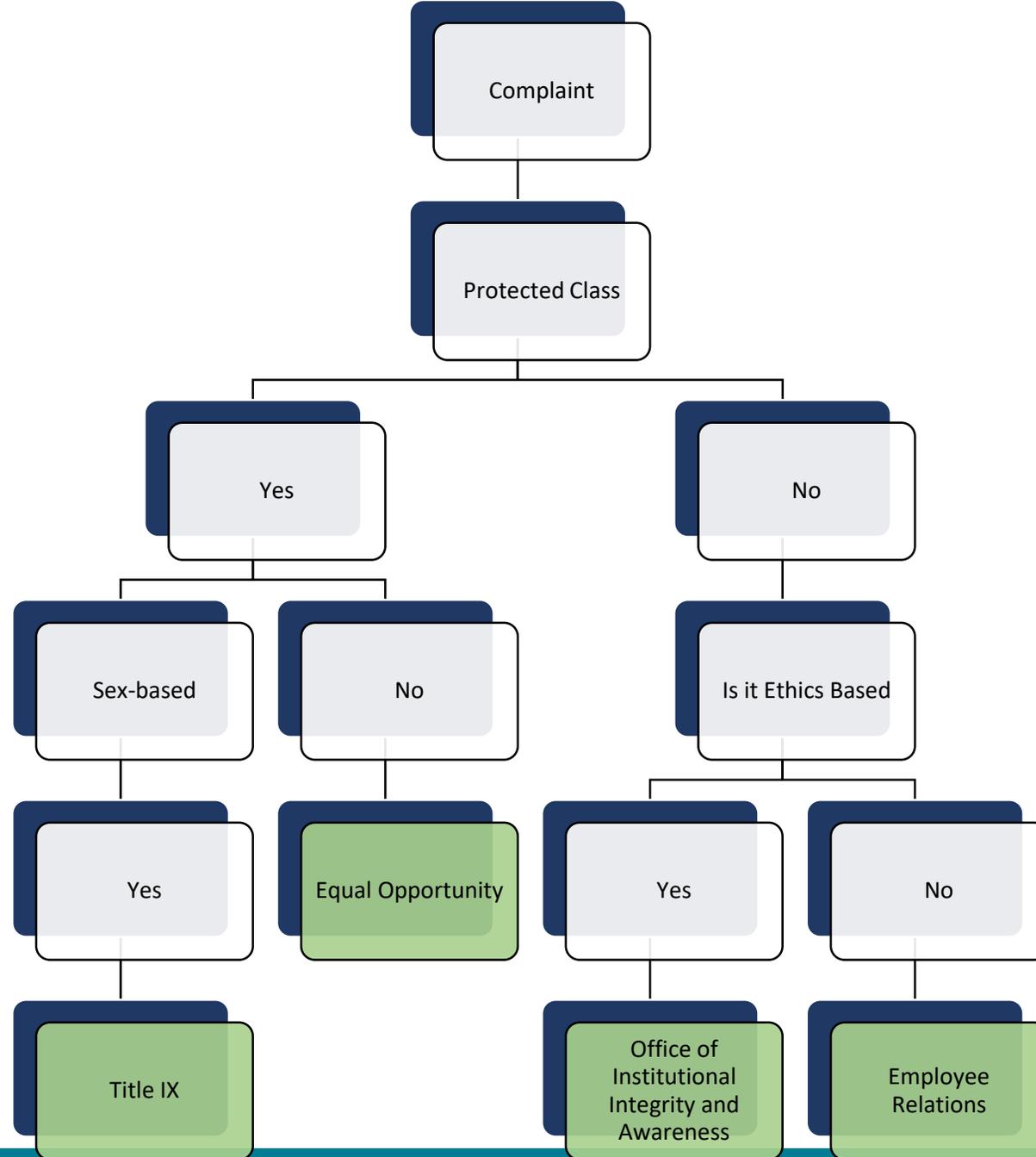
HSC must dismiss a formal Complaint or any allegations therein if, at any time during the investigation or hearing, it is determined that:

- The conduct alleged in the formal Complaint, even if found to be true, would not reach the severe, pervasive, and objectively offensive standard; and/or
- The conduct did not occur in an educational program or activity controlled by the HSC (including buildings or property controlled by recognized student organizations), and/or the HSC does not have control of the Respondent; and/or
- The conduct did not occur against a person in the United States; and/or
- At the time of filing a formal Complaint by the Complainant, the Complainant was not participating in or attempting to participate in the education program or activity of the recipient.
- Right to Appeal the Dismissal



Your Role as a Mandatory Reporter

- As a "Mandatory Reporter", if you are a recipient of information pertaining to Prohibited Conduct or if you witness Prohibited Conduct by others, you have a duty to report the incident to the Title IX Office.
- Failure to report a complaint of Title IX or Title VII could result in serious consequences both for HSC and the employee, including loss of federal funding and the filing of civil and criminal charges.





Referrals

EO receives referrals from all other processes.

- Human Resources
- Title IX
- Institutional Integrity and Awareness
- Faculty Affairs



Reporting Options

Online: <https://hr.untsystem.edu/anonymous-reporting-form>

(can be anonymous)

Email: hsc.eo@untsystem.edu

Phone: 972-338-1125

Find and submit an anonymous report of sexual assault or misconduct at another System location:

Report sexual misconduct at UNT

https://cm.maxient.com/reportingform.php?UnivofNorthTexas&layout_id=6

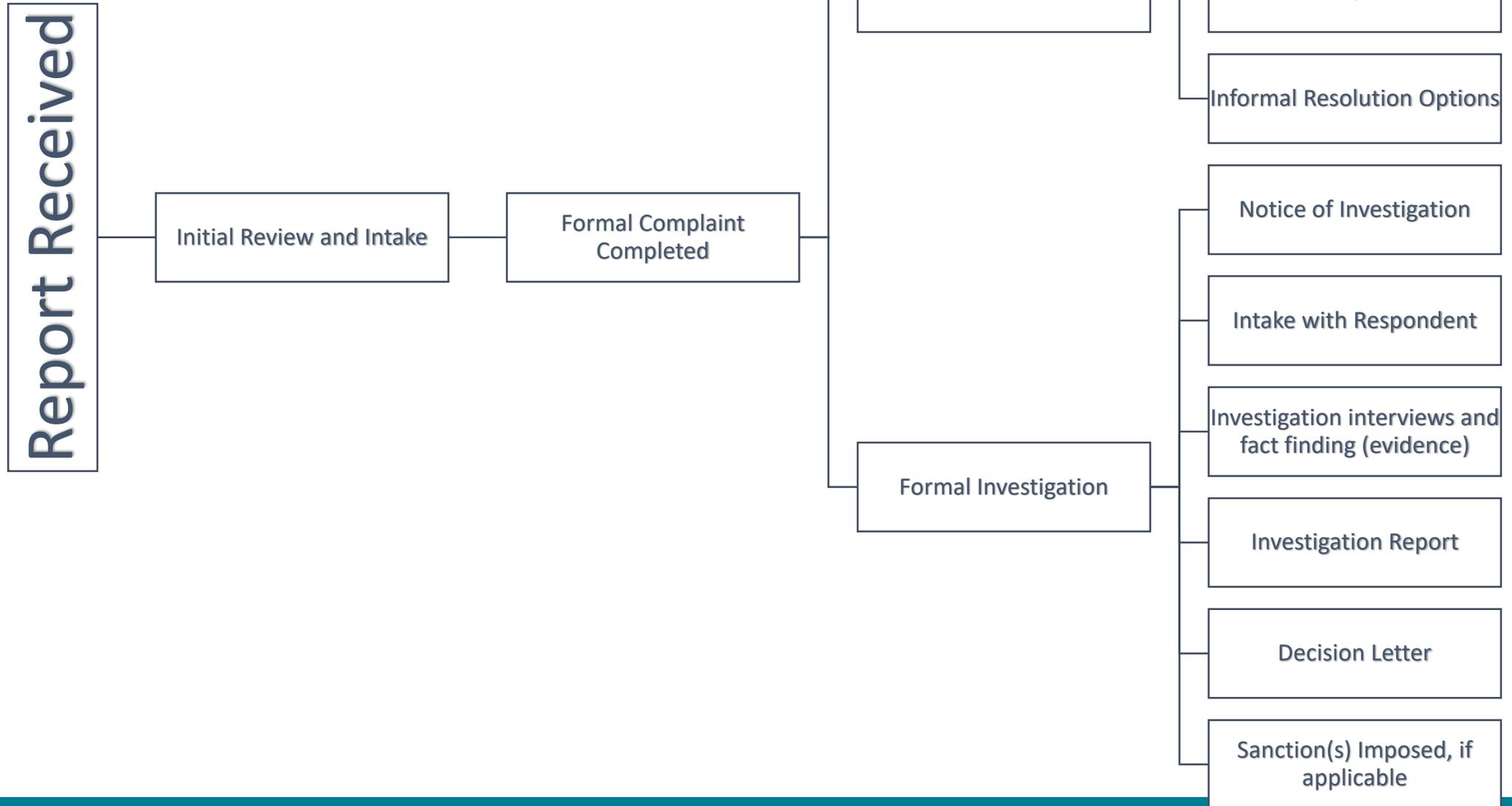
Report sexual misconduct at UNTHSC

<https://www.unthsc.edu/titleixreportingform>

Report sexual misconduct at UNT Dallas

<https://police.untDallas.edu/anonymous-report-form-sexual-assault-and-misconduct>

Resolution Options





Rights, Resources and Options

<https://hr.untsystem.edu/rights-resources-options>



UNT SYSTEM
Human Resources



Rights, Resources, and Options for Individuals Subjected to Discrimination, Harassment, Sex-based Misconduct and Related Retaliation (Including Sexual Harassment, Sexual Assault, Dating & Domestic Violence and Stalking)

Complainant – “Complainant” means the individual who may have been the subject of conduct prohibited regardless of whether the individual reports the conduct.

RIGHTS OF A COMPLAINANT

1. You have the right to report any and all incidents of Prohibited Conduct to the System or Member and have that report treated seriously. You may report Prohibited Conduct to the System or Member, the appropriate law enforcement agency, both, or neither.
2. You have the right to choose an Advisor to be present with you at any meeting, including an interview with an Investigator(s) or a live hearing, if applicable. Your Advisor may be any person, including legal counsel. Except at a formal hearing, the Advisor's participation will be limited to providing support and guidance to you. At a formal hearing, the Advisor will conduct cross-examination. If you do not have an Advisor, the System or Member will appoint one to assist you at a formal hearing, if applicable.
3. You have the right to meet with a staff member to be informed of your rights, resources and options for resolving the complaint, to answer any questions you might have, and to provide supportive measures.
4. You have the right to request an investigation and resolution of all credible complaints of Prohibited Conduct. You also have the right to request that the System or Member seek no resolution or an Informal resolution.
5. If a Title IX formal complaint is dismissed prior to a formal or Informal resolution, you have the right to a prompt notification of the reason for the dismissal, even if the Complaint is going to be reclassified and investigated under the sex-based misconduct process. You have the right to appeal the decision to dismiss the Complaint.
6. You have the right to have an impartial Investigator, Hearing Officer, if applicable, and Appellate Authority (the person(s) who will hear an appeal) in your case, if applicable. Your case and/or the appeal of your case will be decided by a person(s) who did not participate in the investigation of the allegations.
7. You have the right to be notified of (1) the receipt of the formal complaint stating the allegation of Prohibited Conduct; (2) the identity of the appointed Investigator(s); (3) the identity of the appointed Hearing Officer/Appellate Authority, if applicable; (4) the option to request supportive measures, if any; and, (5) the availability of any informal resolution processes. You have the right to a thorough and fair investigation of the allegations.
8. You have the right to be notified in writing of the date, time, location, participants, and purpose of all hearings, investigative interviews, and other meetings in which you are invited or expected to participate, with such notice allowing you sufficient time to prepare to participate.
9. During the investigation, both you and the Respondent have the right to receive equitable treatment in all facets of the complaint investigation and resolution process including, but not limited to, the right to submit evidence and the right to suggest witnesses to be interviewed. You have the right to discuss the allegations under investigation with anyone you to choose.
10. You have the right to have irrelevant prior sexual history excluded as evidence during a hearing, if applicable.
11. For Title IX cases only, you have the right to review the draft investigation report, including all inculpatory and exculpatory evidence gathered during the investigation. You may submit a response to the report before the report is finalized and submitted to the Hearing Officer.

Rights, Resources, and Options for Complainants

November 10, 2021



UNT SYSTEM
Human Resources



Rights, Resources, and Options for Individuals Accused of Discrimination, Harassment, Sex-based Misconduct and Related Retaliation (Including Sexual Harassment, Sexual Assault, Dating & Domestic Violence and Stalking)

Respondent – “Respondent” means an individual who is alleged to have engaged in prohibited conduct.

RIGHTS OF A RESPONDENT

1. You have the right to a presumption of not-responsible for alleged Prohibited Conduct unless a System official determines that it is more likely than not that you are responsible for violating a UNT System or Member Policy.
2. You have the right to choose an Advisor to be present with you at any meeting, including an interview with an Investigator(s) or a live hearing, if applicable. Your Advisor may be any person, including legal counsel. Except at a formal hearing, the Advisor's participation will be limited to providing support and guidance to you. At a formal hearing, the Advisor will conduct cross-examination. If you do not have an advisor, the System or Member will appoint one to assist you at a formal hearing, if applicable.
3. You have the right to meet with a staff member to be informed of your rights, resources and options for resolving the complaint, to answer any questions you might have, and to provide supportive measures.
4. If a Title IX formal complaint is dismissed prior to a formal or Informal resolution, you have the right to a prompt notification of the reason for the dismissal, even if the Complaint is going to be reclassified and investigated under the sex-based misconduct process. You have the right to appeal the decision to dismiss the Complaint.
5. You have the right to have an impartial Investigator, Hearing Officer, if applicable, and Appellate Authority (the person(s) who will hear an appeal) in your case, if applicable. Your case and/or the appeal of your case will be decided by a person(s) who did not participate in the investigation of the allegations.
6. You have the right to be notified of (1) the receipt of the formal complaint stating the allegation of Prohibited Conduct; (2) the identity of the appointed Investigator(s); (3) the identity of the appointed Hearing Officer/Appellate Authority, if applicable; (4) the option to request supportive measures, if any; and, (5) the availability of any informal resolution processes. You have the right to a thorough and fair investigation of the allegations.
7. You have the right to be notified in writing of the date, time, location, participants, and purpose of all hearings, investigative interviews, and other meetings in which you are invited or expected to participate, with such notice allowing you sufficient time to prepare to participate.
8. During the investigation, both you and the Complainant have the right to receive equitable treatment in all facets of the complaint investigation and resolution process including, but not limited to, the right to submit evidence and the right to suggest witnesses to be interviewed. You have the right to discuss the allegations under investigation with anyone you to choose.
9. You have the right to have irrelevant prior sexual history excluded as evidence during a hearing, if applicable.
10. For Title IX cases only, you have the right to review the draft investigation report, including all inculpatory and exculpatory evidence gathered during the investigation. You may submit a response to the report before the report is finalized and submitted to the Hearing Officer.
11. You have the right to be informed of the outcome of the investigation at the same time as the Complainant, and in Title IX cases only, you will be notified of the sanction(s) imposed (if any).
12. For Title IX cases only, you have the right to appeal the decision of the Hearing Officer based on new evidence;

Rights, Resources, and Options for Respondents

November 10, 2021

Case Studies

Based on what we have discussed, which office would the report route to?





Case Study #1

Human Resources receives a grievance from an employee. In the grievance the employee is upset about their performance review. They state that their performance review was negatively impacted because they refused to perform a task they considered to be unethical.



Answer

Human Resources would correspond with Institutional Integrity and Awareness and both offices would assist in review.



Case Study #2

Institutional Integrity and Awareness receives an online report of unethical business practices and states they were asked to perform these tasks because they are a person of color.



Answer

Institutional Integrity and Awareness would work with the Office of Equal Opportunity.



Case Study #3

HSC Title IX receives a report of inappropriate workplace conduct. A female coworker is constantly sending unwanted text messages to the male employee and consistently comes to the male employee's office to talk about non work related personal matters. This is beginning to make the male coworker uncomfortable.



Answer

Title IX would review the report and determine whether it would meet the standard for a Title IX case. If so, Title IX may work with EO to investigate. If not, Title IX will refer the case to EO. (formally dismiss and refer the case if a formal complaint was filed)



Case Study #4

Equal Opportunity receives a report of discrimination that does not identify a basis. After talking with the employee, the employee feels like they have been treated this way due to their age.



Answer

EO keeps the case and proceeds through the process.



Case Study #5

Equal Opportunity receives a report of discrimination. A female employee feels they were not promoted due to their gender.



Answer

EO would refer the case to Title IX for their review and assessment before proceeding.



Case Study #6

All 4 offices receive a report of unethical behavior of a supervisor in their department. The report states they are using state funds for personal use, they have come to work under the influence and have inappropriately touched female coworkers on the buttocks while walking past them in the hallway.



Answer

All 4 offices would work together to determine appropriate follow up.

Wherever you decide to report – it will route to the appropriate office.





Training and development of training to explain equal opportunity laws, regulations and policies

Any department can request training from us by emailing your request to hrs.eo@untsystem.edu.

Please include:

- Department Name
- Content Requested
- Available Dates
- Number of Participants



Environmental Assessments

Environmental Assessments is a tool the Office of Equal Opportunity has implemented in an effort to assist departments in UNT World. It is a proactive way for leadership to gauge the overall environment of their respective units. The purpose of the Environmental Assessment is to better the organization as a whole, and help leadership understand positive and negative trends impacting the work environment. Our process involves meeting with each employee of the requested department to gain a better understanding of the work they do and the work environment. These meetings are private and the information obtained during each meeting is de-identified. After the conclusion of the meetings, the Office of Equal Opportunity will compile the information, analyze the data and write a summary report. To reiterate, the meeting notes are not given to anyone, only the summary report that identifies the environmental trends.

To request an Environmental Assessment, email: hsc.eo@untsystem.edu



Questions?



Contact Information and Resources

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Equity & Human Resources Manager

Title IX Coordinator, System Administration

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972.338.1125

Website: <https://hr.untsystem.edu/equal-opportunity-office-title-ix>