



POLICY TITLE

Equal Employment Opportunity and Non-Discrimination Policy

POLICY NUMBER

2-0201

Responsible Office: Office of Human Resources	Effective Date: 08/23/2024
Responsible Official: Chief Human Resource Officer	Last Reviewed Date: 08/23/2024
Policy Classification: Office of Human Resources	Origination Date: 01/20/2015

I. POLICY STATEMENT

Baton Rouge Community College (BRCC) is committed to fostering a positive working environment for its employees, ensuring equal opportunity for all qualified individuals. BRCC prohibits discrimination on the basis of race, color, religious or political affiliation, gender, sexual orientation, citizenship, national origin, age, disability, marital status, veteran status, pregnancy, childbirth and related medical conditions, and sickle cell trait in all aspects of its programs and activities.

II. POLICY RATIONALE AND SCOPE

This policy affirms BRCC's commitment to equal employment opportunity and non-discrimination in compliance with applicable state and federal laws. The policy applies to all members of the BRCC community, including employees, students, and visitors, and covers both on-campus and off-campus activities related to BRCC programs and events.

III. POLICY AUDIENCE

This policy applies to all BRCC employees, students, and visitors, including faculty, staff, and third parties involved in BRCC-sponsored activities.

IV. POLICY COMPLIANCE

Non-compliance with this policy may result in disciplinary action, up to and including termination of employment or expulsion for students. BRCC is committed to handling all complaints promptly and with due process.

V. POLICY DEFINITIONS

Discrimination: As defined by the Equal Employment Opportunity Commission, discrimination is any overt action that results in unfavorable or disparate treatment based on race, color, religious or political affiliation, gender, sexual orientation, citizenship, national origin, age, disability, marital status, or veteran status.

Complainant: The individual who alleges to be a victim of discrimination.

Respondent: The individual accused of discrimination by the complainant.

VI. POLICY IMPLEMENTATION PROCEDURES

Recruitment and Employment: BRCC will ensure that recruitment, hiring, placement, training, and promotion are conducted without regard to non-merit factors, except where there is a bona fide occupational qualification.

Complaint Filing: Complaints of discrimination should be filed with the Office of Human Resources (OHR) within 300 days of the alleged incident. OHR will explore resolution options, including informal processes while ensuring confidentiality where possible.

Retaliation Prohibition: Retaliation against individuals who file a discrimination complaint or participate in an investigation is strictly prohibited.

Informal Resolution: Where possible, complaints should be handled informally to resolve the matter expeditiously. If informal resolution is not achieved, formal procedures may be initiated.

VII. POLICY RELATED INFORMATION

[Title VII of the Civil Rights Act of 1964 \(as amended\)](#)

[Executive Order 11246](#)

[The Louisiana Rehabilitation Act of 1973 \(Sections 503 and 504\)](#)

[Age Discrimination in Employment Act of 1967 \(as amended\)](#)

[Americans with Disabilities Act of 1990](#)

[Vietnam Era Veterans Readjustment Assistance Act of 1974](#)

[Civil Rights Act of 1991](#)

[Louisiana Community and Technical College System Policy #6.011 Harassment](#)

[Louisiana Community and Technical College System Policy #6.022 Equal Opportunity.](#)

VIII. POLICY EXCEPTION

This policy does not apply to external entities unless they are engaged in BRCC-sponsored activities or are on BRCC property.

IX. POLICY HISTORY AND REVIEW CYCLE

This policy supersedes previous versions of the Equal Employment Opportunity and Non-Discrimination Policy. It will be reviewed every three years or as needed to ensure compliance with relevant laws and regulations.

X. POLICY URL

www.mybrcc.edu.

XI. POLICY APPROVAL



Willie E. Smith, Sr., Ed.D.
Chancellor

08/23/2024

Date
Effective Date of Policy