



POLICY TITLE

Equal Employment Opportunity and Non-Discrimination Policy

POLICY NUMBER

2-0201

Responsible Office: <i>Office of Human Resources</i>	Effective Date: <i>04/29/2025</i>
Responsible Official: <i>Chief Human Resource Officer</i>	Last Reviewed Date: <i>04/29/2025</i>
Policy Classification: <i>Office of Human Resources</i>	Origination Date: <i>01/20/2015</i>

I. POLICY STATEMENT

Baton Rouge Community College (BRCC) is committed to providing a workplace that upholds the principles of merit-based opportunity and individual excellence. BRCC prohibits discrimination in all aspects of employment, including hiring, promotion, compensation, and termination, based on any protected characteristic.

BRCC’s employment decisions are based solely on individual qualifications, performance, and the needs of the institution, without regard to any protected characteristic. The College does not engage in or support any programs, policies, or practices that provide preferential treatment based on any protected characteristic.

II. POLICY RATIONALE AND SCOPE

This policy affirms BRCC’s commitment to equal 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, 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 promptly handling all complaints in accordance with due process.

V. POLICY DEFINITIONS

Discrimination: Inequitable treatment of an individual based on their protected characteristics or status rather than individual merit.

Complainant: Any person who alleges a violation under this policy.

Respondent: Any person against whom a complaint under this policy has been made.

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 three hundred (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 an informal resolution is not achieved, formal procedures may be initiated.

VII. POLICY-RELATED INFORMATION

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

[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 Right Act of 1991](#)

[Louisiana Community and Technical College System Policy # 6.011 Prohibition and Prevention of Discrimination, Harassment, and Retaliation](#)

[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 - SIGNATURE, NAME, TITLE, AND DATE OF OFFICIAL



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

04/29/2025

Date
Effective Date of Policy