



<b>Name of Policy</b>	Discrimination and Harassment Policy
<b>Description of Policy</b>	This policy sets forth Alcorn State University's commitment to maintaining a workplace free from discrimination, harassment, and retaliation.
<b>Policy applies to</b>	<input checked="" type="checkbox"/> University-wide <input type="checkbox"/> Specific ( <i>outline location, campus, organizational unit, etc.</i> )
	<input type="checkbox"/> Faculty and Staff only <input type="checkbox"/> Students only <input checked="" type="checkbox"/> Faculty, Staff, Students, Vendors/Contractors
<b>Policy status</b>	<input type="checkbox"/> New policy <input checked="" type="checkbox"/> Revision of existing policy

<b>Approval authority</b>	Vice President, Finance, Administrative Services, and Operations/CFO
<b>Governing authority</b>	Office of Human Resources Management
<b>Responsible officer</b>	Assistant Vice President, Human Resource Management

<b>Approval date</b>	04/15/2025
<b>Effective date</b>	03/10/2025
<b>Approval date of last revision</b>	12/01/2017
<b>Effective date of last revision</b>	12/01/2024
<b>Date of policy review*</b>	03/10/2025

\*Unless otherwise indicated, this policy will still apply beyond the review date.

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## 1. Purpose

Establishes the organization's stance against discrimination and harassment and its commitment to a respectful and inclusive environment.

## 2. Policy Statement and Principles

Alcorn State University is committed to creating and sustaining a productive, collaborative, and safe work environment. If an employee has knowledge of an action taken by an employee of the University that conflicts with or is in violation of policies, he/she should act on that knowledge and contact the proper University official.

It is the policy of Alcorn State University to provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state or local law. In addition, the University will provide reasonable accommodations for qualified individuals with disabilities. Further, the University will not tolerate harassment/sexual harassment. This policy applies to all employees regardless of position, consultants, and applicants for employment. Additionally, it is the responsibility of all persons making employment decisions on behalf of the University to support this policy.

Alcorn State University will not knowingly conduct business with any individual, organization, or entity that practices illegal discrimination. It is the intention of the University to comply with all applicable federal and state laws and regulations which prohibit unlawful discrimination.

All personnel actions, programs, and facilities will be administered in accordance with equal opportunity policies, including but not limited to, recruitment, selection, assignment, classification, promotion, demotion, transfer, layoff and recall, termination, wage assignment, conditions of employment, selection for training or retraining, and social and recreational programs.

To realize the declarations as set forth above, Alcorn State University will, in all solicitations and advertisements for employment vacancies placed by or on behalf of the University, state its position as an equal opportunity employer. In addition, the University will consider through appropriate and designated procedures, the complaint or grievance of any individual who has reason to believe that he/she has been affected by discrimination because of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. Questions regarding equal Employment Opportunity may be directed to the Office of Human Resources at (601) 877-6188.

### **Harassment**

Harassment, whether verbal, physical, or visual, that is based on any of these characteristics is a form of discrimination. This includes harassing conduct affecting tangible job benefits, interfering unreasonably with an individual's academic or work performance, or creating what a reasonable person would perceive is an intimidating, hostile, or offensive environment. Sex discrimination is strictly prohibited, including any form of sexual harassment and sexual violence.

### Investigation and Confidentiality

Reports describing conduct that is inconsistent with these policies will be investigated in a prompt, fair, and impartial manner. Alcorn State University will handle complaints of discriminatory harassment, sexual harassment, or sexual misconduct discretely, with facts made available only to those who need to know to investigate and resolve the matter.

### Retaliation

Alcorn State University prohibits retaliation against anyone or otherwise being involved in the process of addressing allegations of discriminatory harassment, sexual harassment, or sexual misconduct.

### Reporting

All members of the University community are responsible for creating a working, learning, and living environment that is free of discrimination and harassment, including sexual harassment. Individuals in supervisory or teaching positions who are aware of conduct that may violate the Policy on Discrimination and Harassment are obligated to report, unless those individuals have a confidentiality privilege associated with some aspect of their work for the University but are subject to the University's reporting obligation for information learned in connection with their work for the University outside of a confidential relationship.

### Vendors, Contractors, Visitors, Guests, and Third Parties

Alcorn State University's policies on discrimination, harassment, sexual harassment, and sexual misconduct apply to the conduct of the entire University community, including vendors, contractors, visitors, guests, and third parties.

## 3. Review

As indicated, but not less than every four (4) years.

### REVIEWED BY:

/s/ Wanda C. Fleming, Ph.D.  
Assistant Vice President  
Human Resources Management

April 15, 2025  
Date

/s/ Elvin Parker  
Interim Vice President for Finance,  
Administrative Services and Operations/CFO

April 15, 2025  
Date

/s/ Alfred L. Galtney, J.D.  
Chief Compliance Officer

April 15, 2025  
Date

### APPROVED:

/s/ Tracy M. Cook, Ed.D.  
President/IEO

April 15, 2025  
Date