

**POLICY ON EQUALITY OF OPPORTUNITY IN
RECRUITING AND EMPLOYMENT PRACTICES**

I.

Policy on Equality of Opportunity in Recruiting and Employment Practices

- A. The University of Washington School of Law is committed legally and ethically to the principle of equal opportunity in the employment of its students. Employers and their representatives (hereafter employers) who use School of Law facilities or services may not discriminate in their recruitment or hiring of University of Washington law students, whether on or off campus, on any basis contrary to law or unrelated to the legitimate requirements of prospective employment. Recruitment or hiring decisions made, in whole or in part, on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, marital status, disability, or status as a disabled veteran or a Vietnam-era veteran, are impermissible unless lawful and related to the legitimate requirements of prospective employment.
- B. Employers may not engage in sexual harassment in their recruitment of University of Washington law students, whether on or off campus. (University of Washington Non-Discrimination and Affirmative Action Policy, Chapter 2, with a section pertaining to the policy defining sexual harassment is attached as Appendix A.)
- C. No employer engaged in recruiting University of Washington law students may use School of Law facilities or services unless the employer abides by the standards described in paragraphs A and B. Before interviewing at the School of Law, employers are required to sign and return an EEO Statement (submitted with other On-Campus Interview (OCI) materials). The assent of an employer claiming a need to take into account any of the classifications listed in paragraph A above in its recruiting or hiring policies or practices must include a written explanation of the reasons for the classification(s) as a factor in such matters. The Assistant Dean that supervises The Center for Career and Leadership Development (hereafter the Center, and Assistant Dean) shall determine whether the assent as so qualified complies with paragraph A above.

Student Complaints Regarding Recruiting Practices

Students are encouraged to notify the Center (CCLD) of improper recruiting practices or inappropriate interviewing conduct by employers as soon as possible after the incident in question.

Complaint Procedure

- D. Any person aggrieved by the conduct of an employer in violation of Part I of this policy may complain to the Assistant Dean, Associate Dean for Students and Academic Life (hereafter Associate Dean), or other person designated by the Assistant Dean. The Assistant Dean, after consultation with the complainant, may take appropriate steps to investigate the complaint, resolve it informally, and remedy any violation that may have occurred.
- E. Should the complainant be dissatisfied with the action proposed to be taken by the Assistant Dean, or if a person has a complaint against the Assistant Dean or other personnel in the Center, that person may seek relief from the Associate Dean.
- F. Should the Assistant Dean conclude that a complaint represents a serious violation of this Policy, he or she shall, prior to acting on the complaint, confer with, and follow any instructions given by, the Associate Dean. If dealing with a violation requires a decision on a matter of substantive policy, the

Assistant Dean and the Associate Dean shall consult about the matter and specify the action to be taken.

- G. In the event an employer contests the decision or proposed action of the Assistant Dean, the Associate Dean in consultation with the Dean, shall establish an appropriate procedure for resolving the case, which shall protect the rights of any students involved, the School of Law, and the employer, provided that the Dean shall make final decisions to resolve such disputes.
- H. Any member of the Law School community seeking or involved in the enforcement of the substantive provisions of this Policy shall take all steps possible to insure that the complainant's right to confidentiality is maintained.
- I. The Assistant Dean shall report at least annually to the Dean on employer compliance with this Policy during the prior year, preferably during the fall. Such reports shall include a description of the type and quantity of complaints made about employers, a description of sanctions or other actions taken against employers, and a listing of the names of employers who have been found to be in violation of this Policy. To the extent possible, these reports shall insure the confidentiality of any complainants or victims.
- J. In addition to the reports listed in Paragraph I above, the Center shall maintain separate enforcement files monitoring each employer's compliance with this Policy.
- K. Students are encouraged to consult informally at any time with the Assistant Dean of the Center for Career and Leadership Development, Associate Dean for Students and Academic Life, faculty, ombudsperson or other members of the university community about concerns or issues arising out of the recruitment process.

For more information about the complaint procedure please contact the Center for Career and Leadership Development careerps@uw.edu.

II.

2007-2008 ABA Standards for Approval of Law Schools

Standard 211. NON-DISCRIMINATION AND EQUALITY OF OPPORTUNITY

(a) A law school shall foster and maintain equality of opportunity in legal education, including employment of faculty and staff, without discrimination or segregation on the basis of race, color, religion, national origin, gender, sexual orientation, age or disability.

(b) A law school shall not use admission policies or take other action to preclude admission of applicants or retention of students on the basis of race, color, religion, national origin, gender, sexual orientation, age or disability.

(c) This Standard does not prevent a law school from having a religious affiliation or purpose and adopting and applying policies of admission of students and employment of faculty and staff that directly relate to this affiliation or purpose so long as (i) notice of these policies has been given to applicants, students, faculty, and staff before their affiliation with the law school, and (ii) the religious affiliation, purpose, or policies do not contravene any other Standard, including Standard 405(b) concerning academic freedom. These policies may provide a preference for persons adhering to the religious affiliation or purpose of the law school, but shall not be applied to use admission policies or take other action to preclude admission of applicants or retention of students on the basis of race, color, religion, national origin, gender, sexual orientation, age or disability. This Standard permits religious affiliation or purpose policies as to admission, retention, and employment only to the extent that these policies are protected by the United States Constitution. It is administered as though the First Amendment of the United States Constitution governs its application.

(d) Non-discrimination and equality of opportunity in legal education includes equal opportunity to obtain employment. A law school shall communicate to every employer to whom it furnishes assistance and facilities for interviewing and other placement functions the school's firm expectation that the employer will observe the principles of non-discrimination and equality of opportunity on the basis of race, color, religion, national origin, gender, sexual orientation, age and disability in regard to hiring, promotion, retention and conditions of employment.

**NON-DISCRIMINATION AND AFFIRMATIVE ACTION
Chapter 2, Section 1, 2, and 3 only**

Section 1. Non-Discrimination and Non-Retaliation

The University of Washington, as an institution established and maintained by the people of the State, is committed to providing equality of opportunity and an environment that fosters respect for all members of the University community. This policy has the goal of promoting an environment that is free of discrimination, harassment, and retaliation. To facilitate that goal, the University retains the authority to discipline or take appropriate corrective action for any conduct that is deemed unacceptable or inappropriate, regardless of whether the conduct rises to the level of unlawful discrimination, harassment, or retaliation.

University policy:

- Prohibits discrimination or harassment against a member of the University community because of race, color, creed, religion, national origin, citizenship, sex, age, marital status, sexual orientation, disability, or military status.
- Prohibits any member of the University community, including, but not limited to, the faculty, staff, or students, from discriminating against or unlawfully harassing a member of the public on any of the above grounds while engaged in activities directly related to the nature of their University affiliation.
- Prohibits retaliation against any individual who reports concerns regarding discrimination or harassment, or who cooperates with or participates in any investigation of allegations of discrimination, harassment, or retaliation.

Section 2. Affirmative Action and Diversity

The University is committed to having a diverse faculty, staff, and student body. As permitted by applicable law, the University will take affirmative action to ensure equality of opportunity in all aspects of employment without regard to race, color, religion, national origin, sex, or age and to employ and advance qualified persons with disabilities and protected veterans in all levels of employment.

Section 3. Definitions

Unless otherwise defined below, terms used in this policy are intended to have the meaning given to them by applicable federal or state laws and regulations.

A. "Harassment" is conduct directed at a person because of the person's race, color, creed, religion, national origin, citizenship, sex, age, marital status, sexual orientation, disability, or military status that is unwelcome and sufficiently severe, persistent, or pervasive that: (1) it could reasonably be expected to create an intimidating, hostile, or offensive work or learning environment, or (2) it has the purpose or effect of unreasonably interfering with an individual's work or academic performance. Harassment is a form of discrimination.

B. "Sexual harassment" is a form of harassment based on the recipient's sex that is characterized by:

1. Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature by a person who has authority over the recipient when:

- a. Submission to such conduct is made either an implicit or explicit condition of the individual's employment, academic status, or ability to use University facilities and services, or
 - b. Submission to or rejection of the conduct is used as the basis for a decision that affects tangible aspects of the individual's employment, academic status, or use of University facilities; or
2. Unwelcome and unsolicited language or conduct that is of a sexual nature or that is sufficiently severe, persistent, or pervasive that it could reasonably be expected to create an intimidating, hostile, or offensive working or learning environment, or has the purpose or effect of unreasonably interfering with an individual's academic or work performance.

C. "Military status" includes protected veterans as defined by current federal and state laws. It also includes individuals affiliated with the United States armed forces as defined by any federal or state law establishing protection for military service, including the Uniformed Services Employment and Reemployment Rights Act (USERRA) and [Chapter 49.60 RCW](#).

D. "Retaliation" means to take adverse action against an individual because he or she has exercised his or her rights protected under this policy.

Executive Order No. 31 of the President, June 1972; revised October 24, 1974; April 1975; October 26, 1976; March 12, 1978; April 20, 1979; December 5, 1983; July 20, 1998; June 25, 2008.

University Handbook
Volume 4, Part 1, Chapter 2, Section 3E
Non-Discrimination and Affirmative Action
Office of the President
Revised June 25, 2008
<http://www.washington.edu/faculty/facsenate/handbook/04-01-02.html>