



INSTITUTE POLICY

Nondiscrimination and Equal Employment Opportunity

Caltech is committed to equal opportunity for all persons without regard to sex, race, creed, color, religion, national origin, ancestry, age, marital status, pregnancy, gender, gender expression, gender identity, sexual orientation, genetic information, status as disabled veteran, or other eligible veteran, for otherwise qualified individuals with a disability, or any other condition protected by the state and federal law. It is the policy of Caltech to provide a work and academic environment free of discrimination. Consistent with this policy and federal and state law, sex discrimination, illegal harassment including sexual harassment, and sexual violence will not be tolerated at Caltech. Caltech will take all reasonable steps to eliminate discrimination, harassment, and sexual violence in its work and academic environment.

Caltech is an equal employment and affirmative action employer and will, whenever possible, actively recruit and include for employment members of minority groups, females, disabled veterans, other eligible veterans, and otherwise qualified persons with disabilities. Caltech will hire, transfer, and promote based on the qualifications of the individual to ensure equal consideration and fair treatment of all. All other employment actions, such as work assignments, appointments, compensation, evaluations, training, benefits, layoffs, and terminations are governed by this policy. Personnel actions will be reviewed to ensure adherence to this policy.

The provost has been designated as the Equal Employment Coordinator for faculty, the director of employee & organizational development for staff, the associate deans of students for undergraduate students, the dean of graduate studies for graduate students, and the director for human resources at the Jet Propulsion Laboratory for employees assigned there. The associate dean of graduate studies has been designated as Caltech's Title IX Coordinator for all students. Inquiries concerning the interpretation and application of this policy should be referred to the appropriate designated individual. Management is responsible for monitoring decisions regarding personnel actions to ensure that these decisions are based solely on the individual's merit, and on legitimate, nondiscriminatory job requirements for the position in question and the reasonableness of any necessary accommodations for persons with a disability.

Anyone who witnesses or experiences conduct he/she believes to be in violation of this policy is urged to contact any of the above mentioned coordinators, the individuals identified in the related harassment policy, or the Caltech Employee & Organization Development office or JPL Employee Relations Group immediately. Complaints will be investigated promptly using the procedure in the Unlawful Harassment policy and individuals who violate this policy may be subject to disciplinary action up to and including termination or expulsion.

In addition, an employee who believes he or she has been subject to harassment or discrimination has the right to file a complaint with the Federal Equal Employment Opportunity Commission or the California Department of Fair Employment and Housing, which have the authority to remedy violations; students may file complaints with the U.S. Department of Education Office for Civil Rights.

To ensure equal employment opportunity and nondiscrimination, each member of the Caltech community must understand the importance of this policy and his/her responsibilities to contribute to its success.

Jean-Lou Chameau, President