

## **EQUAL OPPORTUNITY**

**Policy Number: 134GS**

**Effective Date: 6/1/16**

**Revised Dates: 6/21/17; 11/09/2020**

### **Scope**

This Policy on Equal Opportunity applies to faculty, staff, predoctoral researchers, summer scholars and applicants ("Covered Individuals") of The Graduate School of the Stowers Institute for Medical Research ("The School").

### **Purpose**

It is the policy of the SGC to afford equal opportunity in all phases of employment (including advertising, solicitation, recruitment, hiring, transfers, promotions, demotions, compensation, training, benefits, layoffs, terminations, and all other terms and conditions of employment) to all individuals regardless of race, creed, color, religion, gender, sexual orientation, pregnancy, national origin, age, disability (including within the meaning of section 504 of the Rehabilitation Act and the Americans with Disabilities Act), military status, level of English proficiency, blindness or any other status protected by law. This Policy applies to all programs and activities at the Institute, including, but not limited to, any program or activity receiving federal funds.

The School is included in the Stowers Group of Companies ("SGC") Organizations and has adopted the following policy as its own.

### **Policy**

All Covered Individuals of the SGC are responsible for the observation of the spirit as well as the intent of the SGC's Equal Opportunity policy and all equal opportunity laws and regulations. All Covered Individuals of the SGC are responsible for complying with all relevant policies. The Executive Vice President for Administration is responsible for formulating, coordinating, communicating and monitoring all efforts in support of equal opportunity.

Any Covered Individual who witnesses or experiences conduct which he/she believes to be inconsistent with this policy has a responsibility to report any such conduct immediately to the Executive Vice President for Administration or the head of the unit in which he/she is associated. If the issue concerns the Executive Vice President for Administration, the individual may go directly to the SIMR President and CEO. Covered Individuals are encouraged to inform anyone connected with SGC business whenever the Covered Individual finds that person's conduct to be in violation of this policy. Under no circumstances is a person required to make a report of the misconduct to the accused person.

All reports of conduct in violation of this policy will be promptly investigated by the SGC, and every effort will be made to conduct the investigation in as confidential a manner as possible. Conduct in violation of this policy will be remedied, and may result in disciplinary action, including

but not limited to removal from the SGC Organization's premises, program, or activity, or termination of employment.

No Covered Individual who exercises his/her right to report a violation of this policy, who registers a complaint pursuant to this policy in good faith, or who participates in an investigation will be subject to any form of retaliation. Any Covered Individual who believes he/she is the subject of retaliation shall report such conduct immediately to the Executive Vice President for Administration or the head of the unit in which he/she is associated. If the issue concerns the Executive Vice President for Administration, the individual may go directly to the SIMR President and CEO.

After the complaint process in this policy has been used and completed, a Covered Individual not satisfied with the result may then use the Issue Resolution Policy beginning at any step the Covered Individual deems appropriate.

The SGC values the diversity and creativity of its employees and employment candidates. The SGC values diversity in all of its operations and recognizes the strength it brings to the organization, its employees and members. The SGC is committed to providing equal opportunity to all employment candidates and employees in all employment and employment-related efforts.

This policy was approved by the GSSIMR Board of Directors on September 5, 2018.

This policy was last updated by the GSSIMR Board of Directors on November 09, 2020.

This policy will be reviewed by the GSSIMR Board of Directors in 2022.