

# POLICIES

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## Equal Opportunity Policy

The University of Oklahoma, in compliance with all applicable federal and state laws and regulations does not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, gender identity, gender expression, age, religion, disability, political beliefs, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to: admissions, employment, financial aid, housing, services in educational programs or activities, or health care services that the University operates or provides.

Inquiries regarding non-discrimination policies may be directed to: Bobby J. Mason, University Equal Opportunity Officer and Title IX Coordinator, 405-325-3546, [bjm@ou.edu](mailto:bjm@ou.edu), or visit the Institutional Equity Office website.

## Student Code

The University of Oklahoma Student Rights and Responsibilities Code includes rules that address the responsibilities and conduct required of all University of Oklahoma students, student groups, organizations, and University-approved or operated living units. The Student Rights and Responsibilities Code, Procedures, and Alcohol Policy area all available through the Student Life website.

## Academic Integrity Policy

Integrity in all aspects of scholarship is essential to the University's mission. The Academic Integrity Code establishes a student Integrity Council, sets forth the rights and responsibilities of all students on the Norman Campus regarding academic integrity, and provides the procedures to be followed in cases of suspected misconduct. Academic misconduct is defined as any act which improperly affects the evaluation of a student's academic performance or achievement. It is the responsibility of each student to be familiar with the definitions, policies and procedures concerning academic misconduct. Unfamiliarity with the code alters none of a student's rights or responsibilities thereunder. Academic work submitted in any course is subject to review by plagiarism detection services such as Turnitin.com. The Code, the "Student's Guide to Academic Integrity," and other helpful documents are available on the Integrity Council website.

## Reasonable Accommodation Policy

The University of Oklahoma will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship, would result in a fundamental alteration in the nature of the service, program, or activity or in undue financial or administrative burdens. The term "reasonable accommodation" is used in its general sense in this policy to apply to employees, students, and visitors.

Reasonable accommodation may include, but is not limited to:

- Making existing facilities readily accessible and usable by individuals with disabilities
- Job restructuring
- Part-time or modified work schedules
- Reassignment to a vacant position if qualified
- Acquisition or modification of equipment or devices
- Adjustment or modification of examinations, training materials or policies

- Providing qualified readers or interpreters
- Modifying policies, practices and procedures

The Disability Resource Center, unless otherwise provided, is the central point-of-contact to receive all requests for reasonable accommodation and to receive all documentation required to determine disability status under law. This center will then make a recommendation on accommodation to the appropriate administrative unit. Reasonable accommodation with respect to employment matters should be coordinated with the Office of Human Resources. Reasonable accommodation with respect to academic matters, including but not limited to faculty employment, should be coordinated with the Office of the Provost while all other issues of reasonable accommodation should be coordinated with the Office of the Vice President for Administrative Affairs.

Individuals who have complaints alleging discrimination based upon a disability may file them with the University Equal Opportunity Office in accordance with prevailing University discrimination grievance procedures.

Student requests for reasonable accommodation should be addressed to the Disability Resource Center, Goddard Health Center, 620 Elm Avenue, Suite 166, (405) 325-3852, TDD (405) 325-4173, FAX (405) 325-4491, or [drc@ou.edu](mailto:drc@ou.edu).

## Sexual Misconduct, Discrimination, and Harassment Policy

The University is committed to creating and maintaining a community where all persons who participate in University programs and activities can work and learn together in an atmosphere free from all forms of harassment, exploitation, or intimidation. The University condemns discrimination based on sex or gender, sexual harassment, sexual assault, sexual orientation discrimination, discrimination based on gender identity or expression, and sexual misconduct, including but not limited to dating violence, domestic violence, and stalking. Any such activity committed by a member of the University community may subject the individual to University sanctions as well as civil and criminal penalties. For more information, contact the University's Sexual Misconduct Office, Walker Center 2nd Floor at (405) 325-2215, [smo@ou.edu](mailto:smo@ou.edu), or the Institutional Equity Office, 102 Evans Hall, (405) 325-3546.

## Student Grievance Policy

The University has a policy of internal adjudication of student grievances. There are specific procedures for many grievances (e.g., academic appeals, alleged discrimination, etc.) that are set forth on the Student Conduct website. In cases where University policy designates no specific procedure, grievances regarding academic matters, financial aid, educational records, or payment of tuition and fees should be addressed to the Senior Vice President and Provost; grievances regarding other aspects of student life should be addressed to the Vice President for Student Affairs.

## University Email Notifications

In order to assure timely and efficient communication, the University establishes email as an acceptable means of official communication. All University students, faculty, and staff are assigned an official University email account. Official University communications may be sent to this account. Email sent to this account is expected to be read in a timely fashion, except in circumstances where access to email is impracticable.

Faculty and staff may assume that a student's official University email is a valid mechanism for communicating with that student. Faculty who rely upon electronic communication with or between students in their classes will specify their requirements in the course syllabus. Account holders who choose to have email forwarded to another email address do so at their own risk. An account holder's failure to receive or read, in a timely manner, official University communications sent to an official email account does not absolve the account holder from knowing and complying with the content of the official communication.