



RUTGERS

UNIVERSITY HUMAN RESOURCES

Office of Employment Equity (OEE) Overview

Orientation for Biomedical and
Biochemical PhD and MS Students
August 30, 2023

Vincent Leo, Investigator, OEE
Website: <https://uhr.rutgers.edu/oee/home>

Investigations under OEE policies

OEE investigates complaints **against faculty, staff, and third-parties** (e.g., vendors, interns, volunteers, contractors, etc.) under OEE's four Policies:

1. **Policy Prohibiting Workplace Violence (WPV)**
 - Prohibits intentional physical violence and threats of physical violence of a violent nature
2. **Conscientious Employee Protection Policy (CEPP)**
 1. "Whistleblower Policy" – Prohibits retaliation for disclosing, objecting to, or refusing to participate in a University activity or practice that the employee believes is in violation of law or public policy or constitutes improper quality of patient care.
3. **Policy Prohibiting Discrimination and Harassment (D&H)**
 - Prohibits discrimination, i.e., adverse employment action, based upon a protected class(es).
 - Prohibits harassment, i.e., conduct, based on a protected class(es). Conduct is sufficiently severe or pervasive enough to create a hostile employment or educational environment.
4. **Title IX Policy and Grievance Procedures (TIX)**
 - Prohibits sexual harassment/misconduct
 - Conduct is severe, pervasive, and objectively offensive that it denies a person equal access to the University's education program or activity

Protected Classes



Retaliation

All OEE policies prohibit retaliation against any individual who, in good faith, asserts their rights to bring a complaint under OEE Policies (including third-party reports), participates or refuses to participate in an investigation or hearing, or protests alleged conduct prohibited by OEE Policies.

OEE Complaint Process/ Title IX Grievance Procedure



Receipt of Complaint

- OEE receives a report of conduct that may violate OEE policy.
- OEE conducts an intake call with the complainant to explain our policies and gather details about the complaint.
- Support/interim measures and resources are discussed with complainant.
- Director of OEE reviews complaint and determines if there is sufficient information to open an investigation.
- If an investigation is opened, the respondent is notified via email; the email will contain the name of the investigator assigned and a copy of the complaint.
- Support/interim measures and resources are discussed with respondent.

Formal Investigation

- Investigator conducts interviews of parties and witnesses/gathers evidence.
- Investigator summarizes evidence in an investigation report.
- **Non-Title IX cases:** Investigator indicates in their report whether a Policy violation is found; Director of OEE issues a letter of determination. Respondent's department determines sanctions (in consultation with OEE, OULR, OGC, etc.)
- **Title IX:** Matter proceeds to a live hearing where an outside decision-maker determines if a Policy violation is found, and a decision-maker from Respondent's department determines sanctions.
- Appeals are available under the D&H Policy and the Title IX Policy.

OEE Contact Information

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