

College of Visual Arts Equal Opportunity Policy

Section 1: Statement of Principles

The College of Visual Arts (CVA) is committed to providing a non-discriminatory work and educational environment. CVA prohibits discrimination on the basis of race, color, creed, religion, national origin, sex (including gender identity), sexual orientation, age, marital status, disability, public assistance status, or veteran status. The purpose of CVA's Equal Opportunity Policy is to create an inclusive environment by helping to educate our community and resolve conflict. The Vice President and General Counsel serves as the Equal Opportunity Officer (EOO) for CVA.

Section 2: Equal Opportunity Consulting

The EOO is available to all CVA employees and students to discuss issues or concerns regarding college policies or practices involving possible discrimination. The prevention and resolution of discrimination complaints is a college-wide obligation, requiring the participation of all members of the CVA community. CVA administrators, department heads, and supervisors should not hesitate to consult with the EOO should they have questions about the Equal Opportunity Policy or about applying the policy to particular situations.

Upon receiving a request for consultation, the EOO may provide the following assistance:

- (a) Discuss the facts of the situation and help the individual raising concerns clarify the situation.
- (b) Help the individual explore methods to resolve the situation through informal means.
- (c) Discuss the situation with the responsible administrator or department head.
- (d) If appropriate under the circumstances, make a recommendation for action to the responsible administrator or department head.
- (e) Determine the appropriate options for addressing the problem within CVA's conflict resolution processes and explain those options to the individual raising concerns.

Section 3: Complaint Procedure

If a CVA employee or student wishes to file a complaint after discussing the situation with the EOO, the EOO will provide the individual with information about CVA's Conflict Resolution Process, which shall be the procedure for addressing equal opportunity and discrimination complaints within the college.

Section 4: External Resources

The following government agencies are available to address equal opportunity and discrimination concerns:

Office for Civil Rights (OCR)

U.S. Department of Education
111 North Canal St., Room 1053
Chicago, IL 60606
(312) 886-8434
Fax: (312) 353-4888
www.ed.gov/about/offices/list/ocr/index.html

OCR handles educational discrimination.

Equal Employment Opportunity Commission (EEOC)

330 South 2nd Ave., Room 430
Minneapolis, MN 55401
(612) 335-4040
1-800-669-4000
Fax: (612) 335-4044
TTY: (612) 335-4045
www.eeoc.gov/minneapolis/index.html

EEOC handles employment discrimination issues only.

Minnesota Department of Human Rights (MDHR)

190 East 5th St., Suite 700
St. Paul, MN 55101
(651) 296-5663
1-800-657-3704
Fax: (651) 296-9064
TTY: (651) 296-1283
www.humanrights.state.mn.us

MDHR handles employment and educational discrimination issues.

St. Paul Department of Human Rights

240 City Hall
15 West Kellogg Blvd.
St. Paul, MN 55102-1681
(651) 266-8966
Fax: (651) 266-8962
TTY: (651) 266-8977
www.stpaul.gov/depts/humanrights