



Minot State University

Policy Manual

Equal Opportunity and Non-Discrimination

Minot State University (MSU) is committed to the principle of equal opportunity in education and employment. MSU does not discriminate based on race, color, national origin, religion, sex, age, disability, sexual orientation, gender identity and expression, genetic information (GINA), marital or parental status, veteran's status, citizenship status, public assistance status, participation in lawful off-campus activity, spousal relationship to current employee, or other protected status under federal, state, or local law. MSU complies with all federal and state non-discrimination, equal opportunity and affirmative action laws, orders and regulations, including complying with the Civil Rights Act, the Americans with Disabilities Act, the Rehabilitation Act of 1973, and Title IX of the Education Amendments of 1972. This policy applies to admissions, enrollment, scholarships, loan programs, participation in University activities, employment, and access to participation in, and treatment in all University programs and activities.

The Office of Human Resources is responsible for the oversight of the MSU equal opportunity and non-discrimination programs, including the following regulations:

- Title VI and Title VII of the Civil Rights Act of 1964
- Age Discrimination Act of 1975
- Equal Pay Act of 1963
- Sections 503 and 504 of the Rehabilitation Act of 1973
- Americans With Disabilities Act as amended (disability discrimination)
- Executive Order 11246 (Federal contract compliance)
- Genetic Information Nondiscrimination Act of 2008 (GINA)
- Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA), as amended
- Pregnancy Discrimination Act of 1978 (PDA)
- Uniformed Services Employment and Reemployment Rights Act (USERRA)
- Immigration Reform & Control Act of 1986
- Fair Labor Standards Act (FLSA)
- Family Medical Leave (FMLA)
- Wage and Hour Laws
- North Dakota Human Rights Act

Minot State University's [Title IX Office](#) is responsible for the oversight of the following regulations:

- Title IX of the Education Amendments of 1972 (sex/gender discrimination) *

*Inquiries, comments, or complaints regarding sexual discrimination or sexual harassment should be directed to the [Title IX Office](#). Complaints may also be filed with the U.S. Department of Education, Office for Civil Rights.

MSU prohibits retaliation against any individual or group who exercises their rights or responsibilities protected under the provisions of federal, state and local laws, including MSU policy. In addition,

discrimination against an employee or applicant for employment, with respect to working conditions, work place assignment, or other privileges of employment, merely because the employee or applicant's spouse is also an employee, is prohibited. Employment in a department supervised by the employee's or applicant's spouse is permitted only if the spouse does not have the power to hire, fire, or make evaluations of performance of the employee or applicant.

- Employees or students who violate this policy may face disciplinary action up to and including separation from the University.
- Third parties who commit discrimination or harassment may have their relationships with the University terminated and/or their privileges of being on University premises withdrawn.

The following long-form statement should be included, when appropriate, in manuals, publications, guidebooks, catalogs, or recruitment materials that are made available to applicants or employees:

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In certain situations, a short-form statement (e.g. limited space, job posting) may be used:

Minot State University is an equal opportunity employer. Minorities/Women/Veterans/Disabled are encouraged to apply.

The following people have been designated to handle inquiries regarding non-discrimination policies:

Marc M. Wachtfogel, Ph.D.
Director, Human Resources / EEO/AA / Deputy Title IX Coordinator
500 University Ave W
Minot, ND 58707
marc.wachtfogel@ndus.edu

[Title IX Office](#)

Lisa Dooley, Ed.D.,
Title IX Coordinator (sexual Harassment / sexual Discrimination)

Memorial Hall, 4th Floor, Room 412
500 University Ave W.
Minot, ND 58707
701-858-3447
lisa.dooley@minotstateu.edu

Kevin Harmon (student inquiries)
Vice President of Student Affairs
500 University Ave W
Minot, ND 58707
kevin.harmno@minotstateu.edu

Office for Civil Rights – Chicago Office
U.S. Department of Education, Citigroup Center
500 W. Madison Street, Suite 1475
Chicago, IL 60661-4544
Telephone: 312-730-1560,
FAX: 312-730-1576, TDD: 800-877-8339,
OCR.Chicago@ed.gov

Direct inquiries to: Director, Human Resources / EEO/AA / Deputy Title IX Coordinator, Administration 2FL,
hr@minotstateu.edu

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