



Our commitment to equal opportunity for all persons at the University of South Carolina has no limits.

The Office of Equal Opportunity Programs

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UNIVERSITY OF
SOUTH CAROLINA

What is the role of the Office of Equal Opportunity Programs?

The Office of Equal Opportunity Programs (EOP) is charged with ensuring the University of South Carolina complies with state and federal anti-discrimination and harassment laws and regulations, with the goal of ensuring persons protected by such laws and regulations, including applicants for employment, employees, and prospective and enrolled students, are protected against unlawful discrimination and harassment.

The University of South Carolina does not discriminate in educational or employment opportunities on the basis of race, color, religion, national origin, sex, sexual orientation, gender, age, disability, veteran status or genetics.

What role does the Office of Equal Opportunity Programs Play in Affirmative Action?

The affirmative action program at USC is administered by the Office of Equal Opportunity Programs. Affirmative action consists of efforts to identify and eliminate barriers at USC to equal employment opportunity. The University of South Carolina takes positive steps to ensure that its policies and procedures provide employment opportunities for all qualified persons, including minorities, women, persons with disabilities and veterans.

The USC Equal Opportunity Policy is set forth in the USC Policies and Procedures Manual. This manual is available online at www.sc.edu/policies. Steps for the implementation of the affirmative action policy are described in the institution's Affirmative Action Plan which is available for review in the Office of Equal Opportunity Programs.

The Director of the Office of Equal Opportunity Programs is appointed by the President of the University to develop and manage the affirmative action/equal opportunity plan and program.

What measures ensure equal employment opportunity at USC?

- The general public can obtain information about

current vacancies for non-academic positions online at <https://uscjobs.sc.edu>. Job openings are also posted on campus in the Employment Office of the Human Resources Division and may also be advertised in the local print and electronic media.

- Faculty and administrative academic openings are advertised in print and electronic professional journals and in national publications.
- Every effort is made to acquire diverse representative applicant pools before searches for candidates are concluded.
- Employment decisions, including hiring, promotions, and transfers are based on qualifications and merit, without regard to race, color, sex, age, genetics, religion, national origin, disability, sexual orientation or veteran status.

Is there equal opportunity for students at USC?

USC does not engage in unlawful discrimination in the administration of its admissions, financial aid and educational programs and other student-related activities. Reasonable accommodation is made for students with disabilities to assist them in attaining their academic objectives.

How are employee complaints of unlawful discrimination and/or harassment handled within USC?

University employees who believe they have been discriminated against because of race, color, sex, age, genetics, religion, national origin, disability, sexual orientation, gender or veteran status may voice their complaint to their immediate supervisor or department head. Complaints which cannot be resolved satisfactorily within the department should be reported promptly to the Office of Equal Opportunity Programs. The EOP complaint procedure is described in Equal Opportunity Policy 1.01, USC Policies and Procedures Manual. EOP Policies are also available at www.sc.edu/policies.

To whom do students go with complaints?

The Office of Equal Opportunity Programs (EOP) serves as the lead office for the receipt and investigation of all complaints of discrimination and harassment involving members of the University community, **including complaints involving students and student organizations. Any student who believes he or she has been subjected to unlawful discrimination or harassment, or who has knowledge of or has witnessed discriminatory or harassing actions, should contact the EOP Office.** The EOP office can be contacted in person at 1600 Hampton Street (Suite 805), by telephone at (803) 777-3854. In the alternative, a student may complete the on-line complaint form found at <http://www.sc.edu/eop/students.shtml>. **Any students who believes his or her safety is threatened should immediately contact the University of South Carolina Police Department at (803)777-4215, or should dial 911.**

The Office of Disability Services, in the Division of Student Development, coordinates services to students with disabilities and addresses student complaints of discrimination on the basis of disability, in consultation with the Office of Equal Opportunity Programs.

Could I be penalized for filing a complaint?

No student, employee, or applicant may be subjected to any restraint, interference, coercion, or reprisal for filing a complaint, serving as a witness, or seeking information regarding unlawful discrimination or harassment at the University of South Carolina.

This publication is intended to provide general information. If more information is desired, contact the University of South Carolina's Office of Equal Opportunity Programs. The University of South Carolina reserves the right to amend or rescind any of the policies noted herein without prior notice.