

Equal Opportunity Policy

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Overview

The University of Adelaide recognises that honesty, integrity, respect, fairness, and embracing differences are fundamental to achieving the advancement of learning and knowledge.

The University strives, through continuous improvement, to integrate equal opportunity principles into all aspects of its activities through its decision-making and planning processes.

Through this policy the University seeks to promote the principles of equal opportunity; equity, fairness and social justice and to acting in accordance with relevant legislation.

For immediate assistance contact:

- HR Service Centre 8313 1111 (staff)
- Ask Adelaide 8313 5208 (students)
- Security 8313 5444 (after hours)

Scope and Application

This Policy seeks to encourage an inclusive, respectful and fair environment for all people whilst engaged in University-related activities.

This Policy is intended to operate in conjunction with the University of Adelaide's Code of Conduct, Enterprise Agreement (as amended), related policies, procedures, and the relevant legislation. This Policy is in addition to any code of conduct that may apply to a particular profession or arising from membership of a professional organisation.

The Equal Opportunity Policy applies to the activities of the University and the University encourages its Controlled Entities and Affiliates to adopt the policy principles.

Policy Principles

1. The University requires all people engaged in University-related activities to ensure their conduct complies with the principles of equal opportunity outlined in this Policy and in accordance with the University's Code of Conduct, Enterprise Agreement (as amended), related policies, procedures, and the relevant legislation.
2. The University aims to provide an inclusive environment for all people by identifying and eliminating where possible systemic barriers to equitable access and participation.
3. The University uses non-discriminatory, inclusive language in its corporate documents.
4. The University is pro-active in developing strategies, frameworks and training programs to successfully increase access and encourage success for designated under-represented groups in order to overcome disadvantage.
5. The University seeks to ensure that all people engaged in University-related activities are provided equitable access to available opportunities.
6. The University develops monitoring and reporting processes that support the systematic implementation and management of equal opportunity objectives and strategies.

7. The University adopts effective procedures and processes to resolve complaints of unlawful discrimination.

Responsibilities

The Vice-Chancellor and President is the University's designated Equal Opportunity Coordinator and has responsibility under this Policy for endorsing strategies, frameworks and plans that promote equal opportunity and enhance an inclusive, non-discriminatory environment. The Vice-Chancellor is assisted by the senior executive team comprising the Deputy Vice-Chancellors, Chief Operating Officer and Vice-President (Services and Resources), Executive Deans and Pro Vice-Chancellors.

All members of the University Community have a responsibility to work individually and collectively to achieve a work and study environment in which equal opportunity is fostered. This will assist the University to achieve equal opportunity in employment and education.

Managers and supervisors have the responsibility to communicate the policy to employees and ensure it is followed.

Procedures

1. [Fair Treatment Procedure](#)
2. [Conflict of Interest Procedure](#)
3. [Staff Complaints Procedure](#)
4. [Student Behaviour and Conduct Process](#)

Training Programs

The University will provide training and refresher courses and these will be available on an ongoing basis.

DEFINITIONS

Equal Opportunity: means fairly treating staff and students.

Fair treatment is:

- treating people as individuals without making judgments based on irrelevant personal characteristics
- creating a work environment free from discrimination, harassment, bullying and victimisation
- allowing all members of the University Community to work and participate to their full potential
- making decisions based on merit.

The University Community: Staff, students, volunteers, visitors, titleholders, contractors and consultants at campuses, sites and centres of the University of Adelaide are members of the University Community for the purposes of the Policy.

Discrimination: is treating or proposing to treat, an individual unfavourably because of their particular personal characteristics (e.g. ethnicity, place of origin, language and culture) or because they belong to a certain group (e.g. socio-economic status).

Discrimination can be direct or indirect:

- Direct discrimination can occur when a person or group is treated less favourably than another person or group in a similar situation, because of a particular characteristic.
- Indirect discrimination involves imposing a requirement, condition or practice that operates to disadvantage a person or group with a particular characteristic, and that is not reasonable.

Unlawful Discrimination includes unfair treatment of a person in areas of public life on the basis of the following characteristics: age, association with a child, caring responsibilities, gender identity, disability, marital or domestic partnership status, pregnancy, race, religion, religious appearance or dress (in work or study), sex, sexual orientation, or spouse or domestic

partner's identity. Sexual harassment, bullying or victimisation (including of a person who is a whistleblower) is also unlawful. See the Fair Treatment Procedure Information Sheet.

Harassment: is unwelcome conduct that might reasonably cause a person to be offended, humiliated or intimidated because they have a particular attribute. Harassment can also occur if someone is working in a 'hostile' - or intimidating - environment. The behaviours can be overt or subtle, verbal, non-verbal or physical.

Victimisation: is unfairly treating people for complaining, helping others to complain, either within the University, to the Equal Opportunity Commission or another external agency. Unlawful victimisation is unfair treatment for complaints about discrimination or sexual harassment.

RMO File/Document Number	2016/7018
Policy Custodian	Vice-Chancellor and President
Responsible Officer	Chief Operating Officer and Vice-President (Services and Resources)
Endorsed by (Academic Board or VCE)	VCE on 5 October 2016
Approved by	VC&P on 6 October 2016
Related Documents and Policies	<p>Academic Honesty Policy Behaviour and Conduct Handbook Behaviour and Conduct Policy By-Laws of the University of Adelaide Code of Conduct Disability Action Plan 2014-2019 Dornwell Framework 2016-2018 Fair Treatment Procedure and Information Sheets Health, Safety and Wellbeing Policy and Handbook Information Sheet: Staff Complaints Procedure Legal Compliance Policy LGBTIQ Reference Fact Sheet – Legal Protection against discrimination Preventing and Responding to Workplace Bullying Procedure for Managing Complaints of Research Reasonable Adjustments to Learning, Teaching and Assessment for Students with a Disability Policy Recruitment Policy Responsible Conduct of Research Policy Statutes of the University of Adelaide Strategic Plan – Future Making Student – Our Compact Student Charter Student Grievance Resolution Process Student Misconduct Rules Tarrkarri Tarrka strategy The Higher Education Standards Framework (Threshold Standards) 2015 The University of Adelaide Dependant Travel Fund Titleholder - Conferral of Honorary Roles Procedure University of Adelaide Enterprise Agreement (as amended) University of Adelaide Wellbeing Framework Volunteer Policy</p>
Related Legislation	<p>Age Discrimination Act 2004 Australian Human Rights Commission Act 1986 Civil Liability Act 1936 (SA) (Racial victimisation (provision)) Disability Discrimination Act 1992 Disability Services Act 1986 Disability Services Act 1993(SA) Disability Standards for Education 2005 Education Services for Overseas Students Act 2000 [ESOS Act] Equal Opportunity Act 1984(SA) Fair Work Act 2009 Racial Discrimination Act 1975</p>

	Racial Vilification Act 1996(SA) Sex Discrimination Act 1984 Whistleblowers Protection Act 1993 Work Health and Safety Act 2012 (SA) Workplace Gender Equality Act 2012.
Superseded Policies	Nil
Date Effective	6 October 2016
Next Review Date	5 October 2019
Contact for queries about the Policy	Office of University Operations, ext. 34840