Dear New Western Faculty:

Welcome to Western! This letter will help familiarize you with the Equal Opportunity (EO) Office, which is here to assist you in multiple ways.

The EO Office works with individuals and departments across campus to ensure that Western complies with both the letter and the spirit of applicable laws prohibiting discrimination and harassment based on race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, veteran status, and genetic information. Among other things, we provide guidance to the University community about equal opportunity issues as they arise, conduct educational outreach to inform individuals of their rights and responsibilities, and cultivate inclusivity.

I serve as the University’s Title IX and ADA Coordinator. With regard to Title IX, I coordinate campus efforts aimed at preventing and responding to all forms of sex discrimination, including sexual violence. This includes sexual assault, dating violence, domestic violence, and stalking. In my capacity as ADA Coordinator, I work with campus constituencies to make sure our campus is architecturally and technologically accessible.

The EO Office investigates complaints of discrimination and harassment, including sexual violence. It provides training in the prevention of sexual harassment and sexual violence; conducts other EO and diversity-related trainings and requested custom trainings; conducts climate surveys; advises search committees; and administers Western’s Affirmative Action Plan. Please be aware of two trainings required for you as a new employee:

- Haven for Faculty and Staff is an online training about sexual violence prevention and response. Haven takes between 45 minutes and one hour to complete, and should be completed within your first week of employment. You may access the training by copying the following URL into your browser: https://shib.everfi.net/login/default.aspx?id=wwuhfs.

- Sexual Harassment Prevention Training is a two hour in-person training. It must be completed within your first six months of employment, and I encourage you to complete it within your first quarter. If you are unable to attend the session being provided for new faculty on September 20th, you can register for an upcoming session by going to http://www.wwu.edu/eoo/training.shtml.

On the flash drive provided with your New Faculty Orientation materials, the EO Office is providing summary information about Western’s EO policies and copies of several of these policies. For complete versions of EO policies that are not included on the flash drive, and to learn more about the EO Office and the resources available to you, please visit www.wwu.edu/eoo. Please do not hesitate to call the EO Office at (360) 650-3307 or 711 (WA Relay), or stop by Old Main 345, should you have any questions or concerns.

I wish you all the best as you begin your careers at Western, and look forward to meeting each of you.

Sincerely,

Sue Guenter-Schlesinger, Ph.D.
Vice Provost for Equal Opportunity and Employment Diversity, Title IX & ADA Coordinator