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Date: 30.10.2018

**OFFICE ORDER**

**Subject: Anti-Discrimination Policy of K.R. Mangalam University**

K.R. Mangalam University is committed to upholding the principles of equality, dignity, and inclusion across all aspects of University life. In accordance with its mission to foster a safe, fair, and respectful academic and workplace environment, the University has adopted the “Anti-Discrimination Policy” as approved in the 28<sup>th</sup> Board of Management meeting vide agenda item 28.09 held on 25.10.2018 is notified for information and implementation with immediate effect.

The policy aims to:

- Promote a culture of diversity, inclusivity, and equal opportunity for all members of the University community.
- Prohibit discrimination, harassment, and retaliation based on race, gender, religion, caste, age, disability, sexual orientation, or any other protected characteristic.
- Ensure non-discriminatory practices in admissions, employment, academic life, and student services.
- Provide clear mechanisms for reporting, investigation, and resolution of discrimination complaints.
- Reinforce the University’s commitment to gender equality, transgender inclusion, and equitable access for all.

This policy is applicable to all students, faculty, staff, contractors, and visitors associated with the University and extends to all academic, administrative, and extracurricular activities conducted on or off campus, including online environments. All Schools, Centres, and Administrative Units are hereby directed to disseminate and implement the provisions of this policy in letter and spirit.

This is issued with the approval of competent authority.

*Registrar*

*K.R. Mangalam University*

**Registrar** *Ad. Gurugram (Haryana)*

**K.R. Mangalam University**

**Copy to:**

- Hon’ble Vice Chancellor – for kind information
- Pro-Chancellor
- Dean- Academics/ Dean- Research
- Deans of all Schools
- Controller of Examinations
- Dean (Students Welfare) / Chief Proctor / HR Department
- Equal Opportunity Cell / Internal Complaints Committee / Anti-Ragging Committee
- All Faculty and Administrative Offices
- University Website / Notice Boards
- Office Copy



**K.R. MANGALAM UNIVERSITY**  
THE COMPLETE WORLD OF EDUCATION

# **ANTI-DISCRIMINATION POLICY OF K.R. MANGALAM UNIVERSITY**





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## **K.R. MANGALAM UNIVERSITY ANTI-DISCRIMINATION POLICY**

### **INDEX**

1. Policy Statement and Purpose
2. Scope
3. Prohibited Grounds for Discrimination
4. Policy of Non-Discrimination Against Women
5. Non-Discrimination Policies for Transgender Individuals
6. Employment Policy on Discrimination
7. Non-Discriminatory Admissions Policies
8. Policy for women applications and entry
9. Non-Discrimination in Academic Life and Student Services
10. Policy Protecting Those Reporting Discrimination (Anti-Retaliation)
11. Notification and Dissemination of Policy
12. Implementation Framework
  - 12.1. Roles and Responsibilities
  - 12.2. Training and Education
  - 12.3. Reporting Procedures
  - 12.4. Investigation and Resolution Process
  - 12.5. Consequences of Violation
  - 12.6. Monitoring, Evaluation, and Policy Review



## **K.R. MANGALAM UNIVERSITY ANTI-DISCRIMINATION POLICY**

### **1. Policy Statement and Purpose**

K.R. Mangalam University is unequivocally committed to fostering a diverse, inclusive, and equitable academic community where all individuals are treated with dignity and respect. This Anti-Discrimination Policy reaffirms our commitment to equal opportunity and strictly prohibits discrimination, harassment, and retaliation in all aspects of university life, including academic programs, employment, admissions, student services, and campus activities. We are dedicated to cultivating an environment free from bias, prejudice, and unlawful discrimination, recognizing that diversity strengthens our intellectual pursuits, enriches the educational experience, and is fundamental to our mission.

### **2. Scope**

This policy applies to all members of the university community, including current and prospective students, faculty (full-time, part-time, adjunct), staff (administrative, professional, support), job applicants, contractors, volunteers, interns, guests, and any third parties interacting with K.R. Mangalam University on or off-campus. This includes university-sponsored activities, online platforms, virtual learning environments, and study abroad programs.

### **3. Prohibited Grounds for Discrimination**

Discrimination is defined as unfair or unequal treatment based on a person's protected characteristics. K.R. Mangalam University strictly prohibits discrimination based on, but not limited to, the following protected characteristics:

- Race, color, ethnicity, national origin, or ancestry
- Sex (including pregnancy, childbirth, and related medical conditions, gender, gender identity, gender expression, and sexual orientation)
- Religion or creed
- Age (especially individuals 40 years or older)
- Disability (physical or mental) or medical history
- Marital status or civil partnership status
- Military or veteran status



- Genetic information (including family medical history)
- Any other characteristic protected by applicable federal, state, or local law.

#### **4. Policy of Non-Discrimination Against Women**

K.R. Mangalam University is dedicated to achieving gender equality and empowering all women and girls within and through its academic and operational activities. We are committed to eliminating all forms of discrimination against women. This includes:

- **Equal Access:** Ensuring equal opportunities for women in admissions, academic programs, scholarships, research opportunities, leadership roles, and all other university processes.
- **Support for Pregnant and Parenting Students/Employees:** Providing reasonable accommodations for pregnancy, childbirth, and related medical conditions for students and employees, including academic adjustments, flexible scheduling, and appropriate leave, in accordance with Title IX and other applicable laws[1].
- **Equal Pay and Opportunity in Employment:** Committing to equal pay for equal work or work of equal value for female faculty and staff, and regularly reviewing compensation and promotion practices to address and eliminate gender-based wage and opportunity gaps.
- **Protection from Gender-Based Violence and Harassment:** Maintaining a zero-tolerance stance against all forms of gender-based violence, sexual harassment, dating violence, domestic violence, and stalking, ensuring robust reporting and response mechanisms.

#### **5. Non-Discrimination Policies for Transgender Individuals**

K.R. Mangalam University explicitly prohibits discrimination based on gender identity and expression. We are committed to creating an inclusive and affirming environment for transgender, gender non-conforming, and non-binary students, faculty, and staff. This includes:

- **Respectful Environment:** Ensuring that all individuals are treated with respect, including the consistent use of their affirmed name and pronouns in all university records, communications, and interactions, where permissible by law and policy. Deliberate or repeated misgendering will not be tolerated.



- **Inclusive Facilities:** Providing access to restrooms, locker rooms, and other facilities that correspond with an individual's gender identity. Where possible, offering gender-neutral or single-occupant facilities.
- **Dress Codes:** Implementing gender-neutral dress codes for employees and students that allow individuals to express their gender identity freely, as long as they meet health, safety, and legitimate professional or academic requirements.
- **Confidentiality:** Respecting the privacy of an individual's gender identity and related medical information, and handling such information with strict confidentiality.
- **Housing:** Offering inclusive housing options that are consistent with a student's gender identity.

## **6. Employment Policy on Discrimination**

K.R. Mangalam University is an equal opportunity employer. Our employment practices for faculty, staff, and student employees are designed to be fair, objective, and non-discriminatory. This policy covers:

- **Recruitment and Hiring:** Ensuring job advertisements use inclusive language, setting formal job-related criteria, and implementing practices to widen and diversify the pool of candidates.
- **Compensation and Benefits:** Offering compensation and benefits according to skills, position, seniority, qualifications, and performance, without regard to protected characteristics.
- **Training and Development:** Providing equal access to professional development, mentoring, and advancement opportunities for all employees.
- **Performance Management and Promotion:** Basing performance appraisals and promotion decisions on objective, job-related criteria, actual job performance, and consistent application of standards.
- **Workplace Environment:** Promoting an inclusive culture free from harassment, bullying, and hostile behavior.



- **Termination:** Ensuring all termination decisions are based on legitimate, non-discriminatory reasons and consistent application of policies.

## **7. Non-Discriminatory Admissions Policies**

K.R. Mangalam University is committed to non-discriminatory admissions for all academic programs and opportunities.

- **Open Access:** Admission to the University and its programs is open to all qualified individuals on a non-discriminatory basis, without regard to race, color, national origin, creed, sex, ethnicity, age, sexual orientation, gender identity, disability, or any other legally protected characteristic.
- **Holistic Review:** Admissions processes will consider applicants holistically, evaluating diverse experiences, backgrounds, and qualifications without relying on discriminatory criteria or practices.
- **Equal Access to Programs:** All students/applicants are accorded equal rights, privileges, programs, and activities made available by K.R. Mangalam University, including scholarships, fellowships, and research opportunities.

## **8. Policy for Women's applications and entry**

The K.R. Mangalam University's Anti-Discrimination Policy elaborates on women's applications and entry by addressing both women students and women employees through several key provisions, ensuring equal opportunities and a supportive environment.

### **a) For Women Students (Applications and Entry)**

The policy ensures that women have equal access and are not discriminated against during the application and entry process for academic programs and student life:

- **Equal Access in Admissions:** The university is committed to ensuring equal opportunities for women in admissions. The "Non-Discriminatory Admissions Policies" explicitly state that admission to the university and its programs is open to all qualified individuals on a non-discriminatory basis, "without regard to race, color, national origin, creed, sex, ethnicity, age, sexual orientation, gender identity, disability, or any other legally protected characteristic". This means that a woman's application cannot be denied or prejudiced based on her sex.



- **Holistic Review:** Admissions processes consider applicants holistically, evaluating diverse experiences, backgrounds, and qualifications without relying on discriminatory criteria or practices, which benefits all applicants, including women.
- **Equal Access to Academic Programs and Opportunities:** Beyond initial entry, all students/applicants, including women, are accorded equal rights, privileges, programs, and activities available, such as scholarships, fellowships, and research opportunities. This ensures that once admitted, women students have the same chances to succeed as their male counterparts.
- **Support for Pregnant and Parenting Students:** The policy specifically provides reasonable accommodations for pregnancy, childbirth, and related medical conditions for students, including academic adjustments and flexible scheduling, in accordance with Title IX and other applicable laws. This provision supports women who might otherwise face barriers to entry or continuation of their studies due to family responsibilities.

**b) For Women Employees (Applications and Entry)**

For women applying for employment (faculty, staff, and student employees), the policy establishes a framework for fair and non-discriminatory practices:

- **Equal Opportunity Employer:** K.R. Mangalam University is an equal opportunity employer, with employment practices designed to be fair, objective, and non-discriminatory. This principle underpins the application and entry process for all employees, including women.
- **Recruitment and Hiring:** The policy mandates that job advertisements use inclusive language, sets formal job-related criteria, and implements practices to widen and diversify the pool of candidates. This aims to attract and fairly consider women applicants for all positions.
- **Equal Pay and Opportunity in Employment:** The university commits to equal pay for equal work or work of equal value for female faculty and staff. It also pledges to regularly review compensation and promotion practices to address and eliminate gender-based wage and opportunity gaps. While primarily concerning post-entry, this commitment signals a fair and equitable environment that would encourage women to apply.



- **Support for Pregnant and Parenting Employees:** Similar to students, the policy provides reasonable accommodations for pregnancy, childbirth, and related medical conditions for employees, including flexible scheduling and appropriate leave, in accordance with Title IX and other applicable laws. This support system helps retain and attract women employees by acknowledging and accommodating their needs.
- **Protection from Gender-Based Violence and Harassment:** The university maintains a zero-tolerance stance against all forms of gender-based violence, sexual harassment, dating violence, domestic violence, and stalking, ensuring robust reporting and response mechanisms. A safe and respectful workplace is crucial for encouraging women to apply and thrive within the university.

In essence, the policy for women's applications and entry at K.R. Mangalam University is integrated into its broader anti-discrimination framework, emphasizing equal opportunities, fair processes, and supportive accommodations for both prospective and current women students and employees.

## **9. Non-Discrimination in Academic Life and Student Services**

K.R. Mangalam University ensures non-discrimination across all academic and student support functions:

- **Academic Programs and Instruction:** Faculty members are expected to foster an inclusive learning environment, free from discrimination. This includes non-discriminatory practices in teaching, grading, advising, mentoring, and access to courses and research opportunities.
- **Student Support Services:** All university services, including but not limited to, student housing, dining services, health services, counseling services, career services, financial aid, and disability services, will be provided without discrimination.
- **Student Activities and Organizations:** All registered student organizations must adhere to this anti-discrimination policy. The university will not sanction or support organizations that discriminate on protected grounds.
- **Religious Accommodations:** The university will make reasonable accommodations for the religious observances and practices of students and employees, unless doing so would cause undue hardship.



- **Disability Accommodations:** The university will provide reasonable accommodations for qualified individuals with disabilities, ensuring equal access to academic programs, employment, and all university facilities and activities, in accordance with the Americans with Disabilities Act (ADA) and other applicable laws[1][3].

## **10. Policy Protecting Those Reporting Discrimination (Anti-Retaliation)**

K.R. Mangalam University strictly prohibits retaliation against any individual who, in good faith:

- Reports discrimination, harassment, or a violation of this policy[1][3][4][5].
- Assists or participates in an investigation into alleged discrimination or harassment.
- Opposes any practice forbidden by this policy.
- Exercises any right protected by anti-discrimination laws.

Retaliation is defined as any adverse action, intimidation, threats, coercion, or reprisal that would discourage a reasonable person from reporting prohibited conduct or participating in a policy process[1][4]. Any student, faculty, or staff member found to have engaged in retaliation will be subject to disciplinary action, up to and including expulsion or termination of employment[1][3].

## **11. Notification and Dissemination of Policy**

To ensure comprehensive awareness and understanding, K.R. Mangalam University will disseminate this Anti-Discrimination Policy through multiple channels:

- **Official University Website:** The full policy will be prominently displayed and easily accessible on the university's official website, ideally linked from the homepage and relevant departmental sites (e.g., HR, Student Affairs, Diversity & Inclusion).
- **Student Handbooks and Catalogs:** Key tenets and a link to the full policy will be included in all student handbooks, academic catalogs, and orientation materials.
- **Employee Handbooks and Collective Bargaining Agreements:** The policy will be integrated into employee handbooks and referenced in relevant collective bargaining agreements.
- **Orientation Programs:** All new students, faculty, and staff will receive information about this policy during their respective orientation programs.



- **Annual Notifications:** The university will issue annual email notifications to all students and employees, reminding them of the policy, their rights, and reporting procedures.
- **Campus Postings:** Posters and informational materials regarding the policy and reporting contacts will be displayed in prominent locations across campus (e.g., academic buildings, dormitories, administrative offices).
- **Course Syllabi:** Faculty will be encouraged to include a statement in their course syllabi directing students to the university's anti-discrimination policy.

## **12. Implementation Framework**

Effective implementation relies on clearly defined roles, ongoing training, and robust procedures.

### **12.1. Roles and Responsibilities:**

- **President/Chancellor and Senior Leadership:** Bear ultimate responsibility for the policy's adoption, effective implementation, and for fostering a culture of non-discrimination across the university.
- **Title IX Coordinator (or equivalent):** Serves as the primary contact for issues related to sex-based discrimination and gender-based violence. Responsible for overseeing investigations, ensuring compliance with Title IX and related laws, and coordinating supportive measures.
- **Equal Opportunity Coordinator/Office of Diversity and Inclusion (or equivalent):** Designated to coordinate efforts to comply with and implement this policy[1]. Responsible for receiving, investigating, and resolving reports of discrimination based on all protected characteristics, providing support, explaining university policies, and offering education on relevant issues.
- **Human Resources Department:** Responsible for implementing the policy in all employment-related matters, including recruitment, hiring, performance management, and disciplinary actions for faculty and staff.
- **Dean of Students Office/Student Affairs:** Responsible for implementing the policy in student-related matters, including student conduct, housing, and student life.



- **Department Chairs, Deans, Managers, and Supervisors:** Have a duty to act to prevent unlawful discrimination, harassment, and retaliation, and to report any such conduct to the appropriate university office. They are responsible for monitoring their respective environments to ensure they are safe and inclusive and for taking reasonable management action when standards fall below expectation.
- **All Faculty, Staff, and Student Leaders:** Expected to adhere to this policy, promote a respectful environment, and report any observed or experienced discrimination or harassment to the appropriate channels.
- **All Members of the University Community:** Encouraged to take reasonable and necessary action to prevent unlawful discrimination, harassment, and retaliation, and to report such conduct.

## **12.2. Training and Education:**

K.R. Mangalam University will provide regular, comprehensive training and education to all members of the university community:

- **Mandatory Initial Training:** All new students, faculty, and staff will complete mandatory anti-discrimination and anti-harassment training during their orientation[1]. This training will cover the policy's provisions, protected characteristics, reporting procedures, and the university's commitment to a safe and inclusive environment.
- **Annual Refresher Training:** All faculty, staff, and student leaders (e.g., RAs, club presidents) will receive annual refresher training to reinforce understanding of the policy, legal updates, and best practices.
- **Specialized Training:** Individuals in supervisory roles, those involved in conducting investigations (e.g., Title IX Coordinator, Equal Opportunity staff, hearing panelists), and those providing support services will receive specialized, in-depth training on their responsibilities, investigative techniques, due process, and trauma-informed practices[1].
- **Bystander Intervention Training:** The university will offer and promote bystander intervention training to empower community members to safely and effectively intervene to prevent or stop discriminatory or harassing behavior.



- **Diversity, Equity, and Inclusion (DEI) Workshops:** Regular workshops and educational programs will be offered to foster a deeper understanding of diversity, inclusion, unconscious bias, and cultural competence.

#### **12.3. Reporting Procedures (Enhanced Detail):**

Any individual who believes they have experienced, witnessed, or have information regarding discrimination, harassment, or retaliation in violation of this policy should report it immediately.

- **Multiple Reporting Channels:**
  - **Direct Reports:** To the Title IX Coordinator, Equal Opportunity Coordinator, Office of Diversity and Inclusion, Human Resources, Dean of Students Office, Department Chair, or any supervisor/manager.
  - **Anonymous Reports:** Through a secure, confidential misconduct reporting hotline or online platform that allows for anonymous submissions.
  - **Campus Police/Security:** For incidents involving criminal behavior or requiring immediate safety intervention.
- **Information Provided at Reporting:** Individuals reporting will be informed of their rights, available supportive measures, the university's process for addressing complaints, confidentiality considerations, and the prohibition against retaliation.
- **No Time Limit for Reporting:** While prompt reporting is encouraged for effective response and investigation, there is no time limit for reporting incidents. The university will respond to reports regardless of when the alleged conduct occurred.
- **Responsible Employees:** Employees in supervisory capacities, and those identified as "responsible employees" (e.g., faculty, administrators, RAs), are required to promptly report any known or suspected incidents of discrimination or harassment to the appropriate university office.

#### **12.4. Investigation and Resolution Process:**

- **Prompt and Impartial Investigation:** Upon receipt of a report, the designated office (e.g., Title IX, EO) will conduct a prompt, thorough, and impartial investigation. This includes



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gathering relevant evidence, interviewing parties and witnesses, and assessing the credibility of information.

- **Interim Measures:** The university will take immediate and appropriate interim measures to ensure the safety and well-being of the complainant and prevent further discrimination or harassment during the investigation. These may include no-contact orders, changes in living arrangements, academic adjustments, or temporary reassignments.
- **Due Process:** All parties involved (complainant and respondent) will be afforded due process, including notification of the allegations, opportunities to present evidence, and the right to have an advisor or advocate present during meetings or hearings.
- **Confidentiality and Privacy:** The university will balance the privacy interests of individuals involved against the need to gather information, ensure a fair process, and stop, prevent, and remedy prohibited conduct. Information will be shared only on a need-to-know basis, consistent with applicable laws (e.g., FERPA) and the need for a thorough investigation. Anonymous reports may limit the university's ability to investigate or take action.
- **Resolution Options:**
  - **Informal Resolution:** Where appropriate and voluntarily agreed upon by all parties, informal resolution processes (e.g., mediation, facilitated dialogue, targeted training) may be pursued. Informal resolution is not used for severe or pervasive harassment.
  - **Formal Resolution:** Involves a full investigation and formal determination of whether a policy violation occurred, followed by appropriate disciplinary action and remedies.
- **Notice of Outcome:** Both the complainant and respondent will be informed of the outcome of the investigation and any disciplinary actions taken, consistent with legal requirements.

#### **12.5. Consequences of Violation:**

Any individual found to have violated this Anti-Discrimination Policy will be subject to appropriate disciplinary action, up to and including:

- **For Students:** Warning, probation, suspension, expulsion from the university.



- **For Employees (Faculty and Staff):** Verbal warning, written reprimand, mandatory training, loss of privileges, reassignment, suspension without pay, demotion, termination of employment.
- **For Third Parties:** Revocation of access to university facilities or services, termination of contracts.

The severity of the disciplinary action will depend on the nature and severity of the violation, any prior violations, and other relevant circumstances. The university also reserves the right to take legal action where appropriate. Knowingly making false allegations may also result in disciplinary action

#### **12.6. Monitoring, Evaluation, and Policy Review:**

- **Data Collection:** The university will collect and analyze data on reports of discrimination, harassment, and retaliation, including types of incidents, outcomes, and demographics, while maintaining privacy.
- **Regular Review:** This policy, along with its implementation procedures, will be reviewed periodically (e.g., every 2-3 years) by relevant university stakeholders, including legal counsel, HR, student affairs, and diversity and inclusion offices, to ensure its effectiveness, compliance with evolving laws, and alignment with best practices in diversity, equity, and inclusion in higher education.
- **Climate Surveys:** Periodically, the university may conduct campus climate surveys to assess the perceptions of the community regarding discrimination, harassment, and the effectiveness of institutional responses, using findings to inform policy adjustments and programmatic improvements.