



UNIVERSITY OF OREGON

March 9, 2009

MEMO

TO: Campus Community

FROM : Russ Tomlin, Senior Vice Provost for Academic Affairs
Linda King, Associate Vice President for Human Resources

SUBJECT: RESPECTFUL WORKPLACE

The University of Oregon is noted for its strong tradition of collegiality and support for all members of the institution. Hostile or abusive behavior damages the strong sense of community that contributes so significantly to the university's success. Please join us in working to ensure that each member of our community has the opportunity to benefit from a respectful and inclusive working and learning environment.

We recognize that most of us hold demanding jobs and face stressful challenges in our work and personal lives, all of which can occasionally lead to moments of impatience and irritability. However, we want to take this opportunity to remind you that, regardless of the provocation or reason, it is not appropriate or acceptable to vent frustrations or conduct workplace business by yelling, using profanity or acting in a demeaning or verbally abusive way.

If you are a supervisor, administrator, or department head, we ask that you pay close attention to the quality of interactions in your unit to ensure that all present -- students, staff, and faculty -- are treated in a fair and respectful manner. We hope that you will make a conscious effort to model the behavior necessary to create an inclusive and respectful climate for all. You can consult with Randy Wardlow or Linda King of Human Resources or Penny Daugherty, Affirmative Action and Equal Opportunity, if you have questions or need advice in ways that you might create a more respectful environment for all of your colleagues and coworkers.

If you believe you have been the target of inappropriate behavior, we urge you to report that action to your supervisor or department head. You may also consult with staff members in the Offices of Human Resources or Affirmative Action and Equal Opportunity. If you are represented by SEIU, GCIU, or GTFF, you also have the option of contacting your union steward. The SEIU agreement includes a letter of agreement that stipulates sending a reminder such as this about appropriate workplace interactions.

Thank you for your help in creating a respectful work and learning environment at the University of Oregon.

HUMAN RESOURCES

5210 University of Oregon, Eugene OR 97403-5210

T (541) 346-3159 F (541) 346-2548 TTY (541) 346-0852 <http://hr.uoregon.edu>