

Fundamentals of Supervision

Virtual Session 5




UNC SCHOOL OF GOVERNMENT Center for Public Leadership and Governance

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Session 5

Navigating Legal Issues as a Supervisor




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Pay Attention to the 4 P's

- People
- Processes
- Policies
- Problems



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Key Laws – What Should You Know?

- Title VII of Civil Rights Act of 1964, and as amended in 1991
- Pregnancy Discrimination Act
- Equal Pay Act
- Age Discrimination and Employment Act (ADEA)
- Americans with Disabilities Act (ADA)
- Health Insurance Portability and Accountability Act (HIPAA)
- Family and Medical Leave Act
- Fair Labor Standards Act
- Uniformed Services Employment and Re-Employment Rights Act (USERRA)

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True/False Poll

Have your cell phone ready!

Text #: 22333

Message: Eleanor Green 621

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Protected Classes Under EEOC

- Race
- Color
- Religion
- National Origin
- Sex (including pregnancy, gender identity and sexual orientation)
- Age
- Disability
- Genetic Information
- Retaliation is also prohibited.



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What constitutes Harassment?

Unwelcome conduct that is based on race, color, religion, sex, national origin, age, disability or genetic information. It becomes unlawful when:

1. Enduring the offensive conduct is a condition of continued employment.
"Quid Pro Quo"
2. The conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile or abusive.
"Hostile Work Environment"

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Bullying vs. Harassment

Bullying

- **Aggressive communication** – shouting, yelling, angry outbursts
- **Acts of humiliation** – ridiculing, teasing, spreading gossip, ignoring others, taunting
- **Manipulating work** – removing tasks imperative to job; purposefully withholding information; assigning unmanageable workloads and deadlines.

Harassment

Offensive Conduct – offensive jokes, slurs, name-calling; physical assaults, threats or intimidation; ridicule mockery, insults and put-downs, to include offensive objects or pictures **that is directed at a member of a protected class.**

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Potential Legal Landmines!

- Recruitment and Selection Processes
- Training Opportunities
- Promotion Decisions
- Performance Evaluations
- Employee Health Issues
- Employee Leave Requests
- Application of Disciplinary Processes
- Calculating "hours worked"



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Please Identify in Chat (for use in next class)

What Generation are you a part of?

- Baby Boomer – Born 1946- 1964
- Gen X – Born 1965 – 1980
- Millennial – Born 1981 – 1996
- Centennial – Born 1997 and after



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