



Policy # 53012

DRESS CODE

Effective Date: June 19, 2009

Revised Date: August 15, 2020

Responsible Office: Human Resources

Division: Operations

I. PURPOSE/OBJECTIVE

To establish basic guidelines for appropriate work attire that promotes a positive image of the University; respects individual religious, racial, gender-specific, and ethnic preferences; and, gives consideration to safety and sound business practices.

II. STATEMENT OF POLICIES

The University Dress Code Policy establishes broad parameters allowing individual departments and offices to set dress codes based on public expectations and safety needs of the unit. Departments and offices may establish more stringent requirements, but not establish lower standards of dress than those set forth.

- A. Professional, Managerial, Academic, and Administrative Support Employees attire will be business dress or business casual, dependent on the level of the position. The higher the position level and contact with the general public, the higher the dress standard.
- B. Facilities Employee (except person in managerial/administrative positions) may be required to wear uniforms and safety shoes. If uniforms are not required, clothing should be clean and neat.
- C. Student Workers' attire can be casual, but it should reflect the climate of the department. If safety clothing, shoes, or equipment is required by the department, it will be the responsibility of the department to provide such clothing, shoes, or equipment.

Examples of unacceptable attire for employees and student workers include, but are not limited to, cutoff shorts; sweat suits; baggy-style pants; sandals, flip flops, or similar footwear; tee-shirts bearing language or art that may be offensive to others; torn clothing; or revealing clothing which expose parts of the body typically covered in a work setting.

Employees and student workers are expected to present a neat and well-groomed appearance; however, facial hair, jewelry, and hairstyles are not regulated by the University dress code policy. Individuals with job related safety requirements (e.g., machine operators, cooks, or food servers) may be required to make personal adjustments in order to adhere to occupational regulations.