



Idaho State University

POLICIES AND PROCEDURES

Equal Opportunity and Affirmative Action Policy

ISUPP 3080

POLICY INFORMATION

Policy Section: *Human Resources*

Policy Title: *Equal Opportunity and Affirmative Action Policy*

Responsible Executive (RE): *AVP of Human Resources*

Sponsoring Organization (SO): *Office of Equity and Inclusion*

Dates: Effective Date: *October 27, 2014 (9-1-16)*

Revised: *July 31, 2018*

Review Date: *July 2023*

I. INTRODUCTION

State and federal laws and regulations specifically prohibit certain kinds of discrimination in employment and personnel actions. Idaho State University (the "University") ensures the rights of all individuals to equal employment opportunity and excludes from its employment policies any consideration not directly and substantively related to merit and performance. This policy is intended to ensure compliance with the requirements of the Code of Federal Regulations (CFR) as detailed in 29 CFR 1614.102 and with the Idaho State Board of Education Governing Policies and Procedures Section II: Human Resources Policies and Procedures Subsection: P. General Policies and Procedures-All Employees 2. Equal Employment Opportunity.

II. POLICY STATEMENT

The University does not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, gender, sexual orientation, age, gender identity, genetic information, disability, or protected veteran status, or any other status protected by state or local law, and provides equal employment opportunity and affirmative action for qualified individuals. This policy statement is included in ISU's Affirmative Action Plan and the statement posted on University bulletin boards.

The University will endeavor to recruit, hire, train, and promote persons in all job titles in accordance with our Affirmative Action Plan. All other personnel actions are administered without regard to race, color, creed, religion, national origin, gender, sexual orientation, age, gender identity, genetic information, disability, or protected veteran status, or any other status protected by state or local law, and all employment decisions are based only on a valid job requirement.

The Veterans and Disabled Affirmative Action Plan shall be available to any employee or employment applicant for inspection in the Equal Opportunity, Affirmative Action and Diversity Office during normal business hours.

President Kevin Satterlee fully supports this policy and has assigned Stacey Gibson as EEO Director with the overall responsibility for annually updating the Affirmative Action Plan and the implementation of the affirmative action activities as required by law.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in any of the following activities:

- A. Filing a complaint.
- B. Assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Title VI and Title VII Civil Rights Act of 1964, as amended; Executive Order 11246 as amended by Executive Orders 11375, 13365, and 13673; Equal Pay Act, 1963; Age Discrimination in Employment Act, 1967, as amended; Title IX of the Educational Amendments of 1972, Sections 503, 504 of the Rehabilitation Act of 1973, as amended; Section 4212 of the Vietnam Era Veterans Readjustment Assistance Act of 1974; the Veterans Employment Opportunities Act of 1998; Americans with Disabilities Act of 1990, Civil Rights Act of 1991, Genetic Information Nondiscrimination Act of 2008 or any other federal, state or local law requiring equal opportunity for individuals regardless of race, color, religion, gender, national origin, age, disability, or veteran status.
- C. Opposing any act or practice made unlawful by Title VI and Title VII Civil Rights Act of 1964, as amended; Executive Order 11246 as amended by Executive Orders 11375, 13365, and 13673; Equal Pay Act, 1963; Age Discrimination in Employment Act, 1967, as amended; Title IX of the Educational Amendments of 1972, Sections 503, 504 of the Rehabilitation Act of 1973, as amended; Section 4212 of the Vietnam Era Veterans Readjustment Assistance Act of 1974; the Veterans Employment Opportunities Act of 1998; Americans with Disabilities Act of 1990, Civil Rights Act of 1991, Genetic Information Nondiscrimination Act of 2008 or any other federal, state or local law requiring equal opportunity for individuals regardless of race, color, religion, gender, national origin, age, disability, or veteran status.

- D. Exercising any other right protected by Title VI and Title VII Civil Rights Act of 1964, as amended; Executive Order 11246 as amended by Executive Orders 11375, 13365, and 13673; Equal Pay Act, 1963; Age Discrimination in Employment Act, 1967, as amended; Title IX of the Educational Amendments of 1972, Sections 503, 504 of the Rehabilitation Act of 1973, as amended; Section 4212 of the Vietnam Era Veterans Readjustment Assistance Act of 1974; the Veterans Employment Opportunities Act of 1998; Americans with Disabilities Act of 1990, Civil Rights Act of 1991, Genetic Information Nondiscrimination Act of 2008 or any other federal, state or local law requiring equal opportunity for individuals regardless of race, color, religion, gender, national origin, age, disability, or veteran status.

III. AUTHORITY AND RESPONSIBILITIES

The Office of Equity and Inclusion has been assigned overall responsibility for implementation of affirmative action activities as required by law. The Office of Equity and Inclusion's responsibilities include designing and implementing an audit and reporting system that will:

- A. Measure the effectiveness of the University's Affirmative Action Plan.
- B. Indicate need for remedial action.
- C. Assess the degree to which our objectives have been attained.
- D. Determine whether individuals with known disabilities and covered veterans have had the opportunity to participate in all University-sponsored educational, training, recreational, and social activities.
- E. Measure compliance with the Affirmative Action Plan's specific obligations.