



POLICY MANUAL

GENERAL

Number 303

Subject: Affirmative Action/Equal Opportunity

Date of Origin: January 24, 1997

303.1 POLICY

1.1 Equal Opportunity

Equal Opportunity in employment and education is an essential priority for Utah State University and one to which the University is deeply committed. Utah State University is dedicated to providing an equal opportunity climate and an environment free from discrimination and harassment. In accordance with established laws, the University prohibits discrimination based on race, color, religion, sex, national origin, age, disability, or veteran's status. In addition, discrimination on the basis of sexual orientation for employees in all aspects of employment and for students in academic programs and activities is prohibited.

1.2 Affirmative Action

Affirmative Action is designed to redress imbalances of minorities and women in the workforce. U.S. Presidential Executive Order 11246 (as amended) requires federal contractors to take "affirmative" steps to recruit, hire, and advance minorities and women when they are underrepresented in the University and are qualified and available in the labor force. Utah State University proactively undertakes good faith efforts to reach affirmative action goals.

While affirmative action goals are not established for veterans or people with disabilities, the University undertakes affirmative steps to recruit, hire, and advance people with disabilities and veterans, as required by the Rehabilitation Act of 1973 and the Vietnam Era Veteran's Readjustment Assistance Act of 1974.

The University's Affirmative Action Plan, including goals and timetables, is available for review at Merrill Library's reference desk.

303.2 RESPONSIBILITIES

2.1 Affirmative Action/Equal Opportunity Office (AA/EO)

Responsible for monitoring affirmative action efforts and for providing equal opportunity counseling and training when needed.

2.2 Office of Human Resources

Responsible for collecting data to assist in the affirmative action/equal opportunity effort. This office is also responsible for ensuring that all personnel policies are in accordance with AA/EO laws and guidelines.

2.3 Department Heads, Supervisors, Deans, and Vice Presidents

Responsible for ensuring that their employment decisions comply with principles outlined in this policy. Any questions should be directed to AA/EO Office.

2.4 Employees

Responsible for bringing to the attention of the AA/EO Office any employment decision felt to conflict with this policy.