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SUBJECT: AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY  
POLICY

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PURPOSE: To assure equal opportunity for all qualified persons without regard to race, color, creed or religion, marital status, sex, national origin, age, physical or mental disability, veteran status, or any other non-merit factor in the admission to, participation in, or employment in the programs and activities which the University operates.

#### GENERAL POLICY

Louisiana State University at Alexandria firmly supports the national policy of Affirmative Action/Equal Employment Opportunity as set forth in the University Affirmative Action Plan.

The University is committed to this policy because it is our belief that it is morally right, it is good personnel management, and it is legally required by Title VII of the Civil Rights Act of 1964, as amended; by the Equal Employment Act of 1972; Executive Order #11246; Governor Edwin Edwards' Executive Order #13; the Rehabilitation Act of 1973, as amended; and Vietnam Era Veterans' Readjustment Assistance Act of 1974; Civil Rights Act (Title VII), as amended; Title VI of the Civil Rights Act of 1964; Title IX - Education Amendments; Age Discrimination Act of 1975; State of Louisiana Department of Civil Service Personnel Manual, Part 18; Louisiana Executive Order 13; State and Federal Constitutional Law; the Guidelines in Sex Discrimination; the Americans with Disabilities Act; and the Family Medical Leave Act.

The University has formally endorsed equal employment through the development of an Affirmative Action Plan, and has directed maintenance of the Affirmative Action Plan to ensure that it is carried out in a meaningful way. The execution of this policy requires vigorous efforts to identify and attract qualified applicants for groups underutilized at all levels of employment in the University. The policy further ensures that all applicants receive fair consideration for employment and the employees are treated fairly. Such actions shall include, but not be limited to the following: employment, promotion or upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and tenure.

The University further endorses equal opportunity in its program activities and all educational responsibilities. This policy has been assured by the publication of the policy in appropriate places, establishing grievance procedures, and conducting evaluations to determine the degree

of effectiveness of the equal opportunity program as well as to provide indications of need for remedial action.

The administration of the University's Affirmative Action Program is centered in the EEO/Human Resource Management Office, Morris Abrams Hall. The EEO Officer is responsible for the continued development, implementation, and monitoring of the Affirmative Action Program.

### DEFINITIONS

Affirmative Action. In its most general sense, the term "affirmative action" refers to the concept that discrimination can be eliminated when employers take positive steps to identify and change policies, practices, and any other institutional barriers that cause or perpetuate inequality. "Affirmative action" also refers to the detailed requirements of equal opportunity laws and regulations, which mandate that employing organizations undertake specific steps to ensure that there is no discrimination with regard to employees and applicants for employment. It involves the systematic identification of sources of discrimination, the development of specific procedures to overcome discrimination, and the monitoring of the affirmative action program.

Equal Employment Opportunity. EEO is a system of employment practices within an employing organization under which qualified individuals are not excluded from participation, advancement, or benefits because of race, color, creed or religion, sex, national origin, age, physical or mental disability, veteran status, or any other non-merit factor. It is an employment system in which neither intentional nor unintentional discrimination is permitted to exist. The purpose of affirmative action is to achieve equal employment opportunity.

Equal Opportunity. Equal Opportunity includes equal employment plus the provision that no person shall, on the basis of race, color, creed or religion, marital status, sex, national origin, age, physical or mental disability, veteran status, or any other non-merit factor, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity.