

Policy Number: 1-120	Policy Name: Equality of Opportunity
Policy Revision Dates: 12/2010	Page 1

1-120 Equality of Opportunity

A. General Policy

The Board and the universities shall establish personnel policies that ensure vacant positions are filled by qualified persons in a manner consistent with applicable law and board policy, including Board policy 1-119. Subject to applicable law, the Board and the universities will take steps to ensure equality of opportunity in employment, in educational programs, and in all other board and university programs and activities.

B. Responsibility for Implementation of Policy

The Board president and each university president have primary responsibility for the administration of this policy in carrying out this responsibility, these individuals, their vice presidents and other administrators will:

1. Publicly state their support for and commitment to fully complying with all laws relating to equality of opportunity and affirmative action in employment, educational programs, and other board or university programs and activities.
2. Periodically review and provide an annual personnel report and other information as requested to members of the Board and the Board president on the statistical composition of their workforces. If the workforce or job groups are underutilizing females and minorities in comparison with relevant labor markets, these individuals will establish and maintain proactive programs which comply with applicable laws.
3. Provide an environment that follows applicable law in fostering the advancement of females and minorities to higher level and non-traditional job opportunities.

Policy Number: 1-120	Policy Name: Equality of Opportunity
Policy Revision Dates: 12/2010	Page 2

C. Application of Policy

1. The Board and the universities will recruit, hire, train, and promote individuals, in all job classifications, based solely upon their qualifications and ability to do the job in compliance with applicable law and bona fide occupational qualifications.
2. The president of the Board and each university president and their vice presidents, administrators, managers and supervisors, who have hiring authority, will seek to achieve faculty, administrative, professional, and classified staff employment patterns that reflect equality of opportunity for all qualified individuals, including minorities, females, veterans and disabled persons. These efforts will be reviewed as part of the annual performance evaluation process for those personnel.
3. All personnel administration practices including, but not limited to, compensation, benefits, layoff, return from layoff, discipline, dismissal, sponsored training, education tuition assistance and social and recreational programs, will be administered in a manner that does not unlawfully discriminate.
4. Educational opportunities shall be open to all qualified applicants. The Board and the universities will take proactive steps to ensure equality of opportunity for all qualified individuals in all its educational programs.
5. The Board and the universities will operate facilities and provide services in a manner that does not unlawfully discriminate. The Board and the universities will make facilities and services available only to organizations that do not unlawfully discriminate against any qualified person.
6. The Board and the universities will lease, contract, subcontract, and purchase only from those organizations which, if chartered in the United States, do not unlawfully discriminate against any qualified person.

Policy Number: 1-120	Policy Name: Equality of Opportunity
Policy Revision Dates: 12/2010	Page 3

7. The Board and the universities will enter into cooperative agreements only with organizations which, if chartered in the United States, do not unlawfully discriminate against any qualified person.
  8. The president of the Board and each university president shall maintain grievance and disciplinary procedures that allow for the resolution of complaints of discrimination and allegations or violations of this policy.
  9. The System office and the universities shall provide reports on equality of opportunity and affirmative action programs to the appropriate federal and state agencies and to the Arizona community as required by law or deemed appropriate by the Board. The System office and each university shall develop written plans to implement this policy. These plans shall be updated and reviewed annually to reflect changes that have occurred. Annual reports, with supporting data, shall be prepared by each university and the System office and shall be provided to the Human Resources Committee of the Board to demonstrate compliance with this policy.
- D. This policy is to be interpreted and applied in harmony with the requirements of law regarding equality of opportunity and affirmative action. The terms "discriminate," "discrimination," "bona fide occupational qualifications," "protected class," "race," "veteran," and "sex" shall have the meanings ascribed in applicable federal and state law. This policy does not prohibit action that must be taken to establish or maintain eligibility for any federal program, if ineligibility would result in a loss of federal funds to the state.