



Human Resources Policy No. 100:

EQUAL EMPLOYMENT OPPORTUNITY/NON-DISCRIMINATION POLICY

Issued: 2/26/2008

1. PURPOSE

To ensure that Champlain College's commitment to providing equal opportunity in education and employment for qualified persons is understood and recognized throughout the College community.

2. SCOPE

This policy applies to all employees of Champlain College.

3. DEFINITIONS

See text of policy.

4. POLICY

Champlain College affirms its commitment to providing equal opportunity in employment for qualified persons. The College hires employees and makes employment decisions without regard to race, creed, color, national origin, place of birth, ancestry, religion, age, sexual orientation, sex, gender identity, veteran or military service status, HIV-positive status, qualified disability, or any other status to the extent protected, and as defined by, applicable law. Champlain College will make reasonable accommodations for the disability of an otherwise qualified applicant for employment or employee. Implementation of this policy shall be in compliance with the requirements of applicable federal and Vermont laws.

The Director of Human Resources and Organizational Development serves as the College's Section 504 Coordinator and Title IX Coordinator in the employment context. He or she may be contacted at 802-865-5445 regarding any questions, concerns or complaints regarding disability or sex discrimination-related issues. Concerns or complaints regarding disability or sex-related discrimination, or discrimination on the basis of any of the other characteristics referenced above, may also be addressed through the College's Discrimination and Harassment Complaint Procedure.

5. POLICY ADHERENCE

The President is the responsible official for this policy.

6. CONTACT

Please contact the Director of Human Resources and Organizational Development (802-865-5445) with questions related to the interpretation of this policy, inquiries, discrimination complaints, or if you would like to discuss reasonable accommodation issues. You should also review the College's Nondiscrimination and Harassment Prevention Policy and Discrimination and Harassment Complaint Procedure if you have questions or concerns about perceived unlawful harassment or discrimination.

Human Resources policies and procedures are updated on an as-needed basis, as such the College reserves the right to alter, amend or suspend the terms of this policy at its sole discretion; please refer to the policies posted on the Human Resources intranet site for the most current version. This policy does not constitute an employment contract.