# Ad Hoc Faculty Committee on Equal Employment Opportunity Statement John Carroll University Final Report May 2, 2012

#### **Background**

On April 11, 2011 Faculty Council formed an ad hoc committee to investigate why there are two Equal Employment Opportunity (EEO) Statements issued from the University and whether this approach to JCU's Equal Employment Opportunity Statement actually fulfills the promise that the University made to the Concerned Collective (the student group advocating for the EEO Policy change) at the May 2010 Board of Directors meeting to include sexual orientation in the University's Equal Employment Opportunity Statement. We therefore see our charge as one that is explanatory in nature; we are supposed to explain the state of affairs to the faculty. If the need for rectifying any situation detailed in this report that the faculty may find unsupportable should arise, these tasks should be dispensed to another faculty committee.

For the sake of clarity, we will refer to the multiple policies mentioned in this document as follows (*please note that each of the following labels refers to multiple versions of each policy*):

**Policy A:** The John Carroll University policy that does NOT mention sexual orientation and that DOES mention employment.

**Policy B:** The John Carroll University policy that DOES mention sexual orientation and that does NOT mention employment.

#### **Summary**

This report provides an overview of the committee research that led us to draw the following two conclusions:

- 1. At the time that this report was submitted, John Carroll University has not amended its Equal Employment Opportunity Policy to include sexual orientation.
- 2. To avoid further confusion about whether the University's promise to the Concerned Collective has been fulfilled, more transparency and consistency than what occurred from August 5, 2010 to April 29, 2012 is warranted in regard to the names, content, presentation, and availability of Policies A and B. Moreover, official communication from relevant administrators as to whether they believe that John Carroll University has amended its Equal Employment Opportunity Policy to include sexual orientation would reduce confusion on this issue.

#### **Committee Findings**

Our committee met with Dr. Jonathan Smith and Ms. Maria Alfaro-Lopez on May 2, 2011 to inquire about the decision-making process that led to creating two policies in order to fulfill the University promise to the Concerned Collective. We asked whether it was legal to amend the federal EEO statement and whether there were other colleges or universities that followed the

procedure of having two policies. At this meeting, we did not receive a clear answer as to whether it was legal to amend the federal statement, but were told that Ms. Maria Alfaro-Lopez, the University's General Counsel, believes it to be the best course of action for the University to create a separate policy and leave the Federal EEO statement (Policy A) as is. We then inquired as to the rationale for this decision and were not given an answer except that the University's administration believes this to be the best course of action. Jonathan Smith pointed out that one advantage of the Policy B is that it is broader and more inclusive than Policy A because it applies to students as well as to faculty and University employees.

As to the question of whether other colleges and universities wishing to have employment protections in regard to sexual orientation utilized the two-policy approach, we were told that Creighton University may use this approach. Prior to this meeting and with the help of students involved in the Concerned Collective, our committee researched the approaches of 28 Jesuit schools and universities and 21 Ohio colleges and universities (see Appendix A). Of the 28 Jesuit schools researched, only 3 did not include sexual orientation in their EEO policies (Creighton University, Xavier University, and John Carroll University) and of the 21 Ohio schools researched, 7 did not include sexual orientation in their EEO policies (Central State University, Ohio University, Lourdes College, College of Mount St. Joseph, Walsh University, Xavier University, and John Carroll University). In this study, none of the schools that did include sexual orientation in their EEO policy used a two-policy approach. Subsequent research showed that Creighton University does display a "reaffirmation commitment to equal employment" letter from the president on its website that does reference sexual orientation. However, this reaffirmation letter does not appear to be a separate policy as is the case with John Carroll's Policy B and this reaffirmation letter mentions "employment, recruitment, hiring, promotion, transfer, reassignment, training, benefits, and separations" whereas John Carroll's Policy B makes no mention of employment or employment practices (see Appendix B).

In the meeting, it was suggested that perhaps the reason for discrepancies between John Carroll's practices and those of other schools researched in the Ohio study is that John Carroll is a private university. However, the committee referenced Baldwin Wallace's EEO statement, which does include sexual orientation and consists of only one policy, as a counterexample to this idea (see Appendix B). The existence of an ROTC program on John Carroll's campus were also suggested as possible reasons for the discrepancy. However, the committee pointed to another Ohio school with an ROTC program, namely, Bowling Green State University, which includes sexual orientation in its EEO statement and which has only one EEO statement (see Appendix B).

In this meeting, our committee expressed concerns with the fact that Policy B, which was at that time (May 2011) called the "Equal Opportunity/Non-discrimination Statement," 1) lacked mention of employment, 2) did not specify the types of offenses deemed reprehensible by the policy, 3) lacked a contact person to go to with concerns about policy violations, 4) had an unprofessional-looking logo and font, and 5) did not seem to have a consistent and visible home in John Carroll's print publications and on the University's website and had web links that did not always work. As of the writing of this report, points 2 and 4 have been addressed; the name of Dr. James Krukones, Associate Academic Vice President, has been added as "the contact officer" and the University logo has been removed.

#### The Evolution and Accessibility of Policies A and B from August 2010 to April 2012:

Both before and after our May 2011 meeting with Dr. Jonathan Smith and Ms. Maria Alfaro-Lopez, our committee consistently monitored the names, content, location, and branding of the two policies. We noticed that the policies changed repeatedly and significantly in these four areas since they were first created and publicized in August 2010. **Please see Summary Tables of the changes made to both policies in Appendix C.** Although space does not permit us to detail every change, some of the most significant changes that we noticed are as follows:

- 1) Name Changes of Policies (see Appendix C): The names of the two policies were and are a concern for this committee because we want members of the University community to have clarity on which policy is the Equal Employment Opportunity Policy. We also want it to be clear that John Carroll University's employment policies and practices prohibit discrimination on the basis of sexual orientation.
  - On August 5, 2010, Policy B was labeled "Equal Employment Opportunity" Policy.
  - On October 6, 2010, Policy B was labeled "Equal Opportunity/Non-Discrimination Policy."
  - ➤ On September 6, 2011, Policy B was labeled "Non-Discrimination Policy." This is still the case as of the writing of this report. The committee was notified of this change by Dr. Jonathan Smith.
  - ➤ On April 7, 2011, Policy A was labeled "Affirmative Action/Equal Employment Opportunity."
  - ➤ On September 15, 2011, Policy A was labeled "Affirmative Action Plan."
  - ➤ On December 15, 2011, Policy A was labeled "Affirmative Action." This is still the case as of the writing of this report. The committee was notified of this change by Jonathan Smith.
- 2) <u>Content Changes of Policies</u> (see Appendix C): The committee was and is concerned about the content of the policies because we want it to be clear that John Carroll University's employment policies and practices prohibit discrimination on the basis of sexual orientation. We specifically asked that contact officer information be added to Policy B so that it was clear Policy B was an official University policy.
  - ➤ Policy B referenced employment from August 5, 2010 to October 6, 2010, but did not do so after October 6, 2010.
  - ➤ On September 15, 2011, the following paragraph was added to Policy B: "The following persons are responsible for receiving reports, questions or concerns of discrimination: Associate Academic Vice President James H. Krukones is the contact officer for faculty; Charles Stuppy, Director of Human Resources, is the contact officer for all other personnel; and Dean of Students, Sherri Crahen, is the contact officer for students."
  - ➤ On December 15, 2011 the following changes appeared in Policy A:
    - i. The following sentence was removed: "Beyond its obligations pursuant to federal law, as described below, the University's new Equal Opportunity/Non-Discrimination Policy many also be viewed at: EO Policy [link]."

- ii. The first sentence was changed from "JCU will not discriminate..." to "JCU is committed to Affirmative Action and Equal employment opportunity and will not discriminate..."
- ➤ With the exception of the wording in the first sentence, the inclusion of the term "genetic information," and the addition of the words "plan and" in the last sentence of the second to last paragraph, the April 29, 2012 version of Policy A is the same as the Equal Employment Opportunity Policy that President Niehoff distributed to the University community on September 25, 2009 (see Appendix C).
- 3) Changes in Branding and Presentation of Policies (see Appendix C): Our committee was concerned about the branding and presentation of the policies so that it was clear Policy B was an official University policy. In other words, we were concerned that if Policy B did not have a professional-looking presentation like Policy A that people would take Policy B less seriously.
  - ➤ On August 5, 2010, Policy B had no University logo and a different font than Policy A.
  - ➤ On October 5, 2010, Policy B had a University logo that was blurry, indicating an unpolished cutting and pasting attempt.
  - ➤ On April 7, 2011, Policy A had a clear University logo.
  - ➤ On September 15, 2011, Policy A and B were written in the same font for the first time.
  - ➤ On December 15, 2011, neither Policy A nor Policy B had a University logo. Policy A is not written in the same font as Policy B. This is still the case at the time this report was written. The committee was notified of this change in that we were told that the "logos and font choices" of the two policies had been "standardized."
- 4) <u>Changes in Locations and Availability of Policies</u> (see Appendix C): Our committee was concerned that Policy B did not have a permanent home in John Carroll University's documents and policies and therefore could be changed at any time without any record of the change. We therefore inquired as to where the permanent home of Policy B would be on the University website and in print publications.
  - ➤ The John Carroll University Subcommittee on Integrity Draft Report of March 1, 2004 states that "Equal Employment Opportunity Policies are stated in the Faculty Handbook, the Undergraduate Bulletin, the Graduate Student Bulletin, the Employee Handbook for Staff and Administrators...and other publications. They are also publicized in all advertisements and notifications of employment opportunities" (p.4).
  - ➤ There is no mention of sexual orientation in *The Faculty Handbook* Part IV Section I.A. (although a formal interpretation dated March 19, 2010 does mention sexual orientation) or the *Employee Handbook* for Staff and Administrators (see Appendix D).
  - ➤ Policy B is reproduced without the contact officer paragraph in the 2011-2013 Undergraduate Bulletin under the name "Non-Discrimination Policy." Sexual orientation is mentioned here. In the 2009-2011 Undergraduate Bulletin this

- section is labeled "Equal Opportunity Policy," does not mention sexual orientation, and does mention compliance with federal and state laws (see Appendix D). The same is true for the *Graduate Student Bulletin*.
- The website link to the August 5, 2010 version of Policy B was:

  <a href="http://www.jcu.edu/fas/hr/policies.htm">http://www.jcu.edu/fas/hr/policies.htm</a>. A version of Policy B was also available through the Faculty/Research/Compliance Buttons of the John Carroll website at this time. As of September 15, 2011 both policies are available through the following link, although this availability has been intermittent:

  <a href="http://sites.jcu.edu/hr/pages/policies-for-an-inclusive-and-respectful-campus/">http://sites.jcu.edu/hr/pages/policies-for-an-inclusive-and-respectful-campus/</a>
- ➤ On January 18, 2012, our committee noted that the link to the policies was not operative. We noticed that a space had been inserted in the web link which rendered it inoperative and, instead of linking to Policy B, led to a "page not found" link (see Appendix C). When we deleted the space, we were able to access both policies.
- As far as our committee research indicates, Policy A was not available on the John Carroll University website until April 7, 2011. It was not originally posted with Policy B when Policy B first appeared on August 5, 2010.

#### **Incomplete Tasks:**

On April 26, 2012, our committee sent six additional questions to Dr. Jonathan Smith in hopes of further clarifying the rationale for having two policies and the scope and effectiveness of Policy B. We were able to answer some of these questions through our own research. We have not yet received a response from Dr. Jonathan Smith on the following questions, although on April 30, 2012 Dr. Smith contacted to committee to say that he was in the process of collecting this information:

- 1. What is the rationale for having two separate policies?
- 2. Where will each policy be posted permanently (e.g. web site, new hire information, etc.) and when is it distributed to University faculty and employees?
- 3. What are some examples of kinds of offenses that are covered by the policy (Policy B)?
- 4. Who is responsible for judging whether the policy (Policy B) has been violated or not? In the case of faculty, is it solely Jim Krukones' responsibility to judge as stated in the policy? What are some examples of consequences for possible violations? What is the timeline for a decision on whether a violation has been made?
- 5. How many reports/complaints have been filed that claim violation of the "Non-Discrimination Policy" since the new policy (Policy B) has been implemented?
- 6. When was this policy (Policy B) approved according the guidelines set forth in the Policy on University Policies and Procedures? What is the reference number? Who is the Responsible Executive for the policy?

#### **Relevant Actions by Other University Constituencies:**

On March 19, 2010 a formal interpretation of Part Four, Section I.A of *The Faculty Handbook* was distributed to members of the faculty. The interpretation states that "Sexual orientation is an example of an individual characteristic which is irrelevant to academic attainment, professional qualifications, and fulfillment of the mission and goals of the University and, therefore, John Carroll University does not discriminate based on sexual orientation."

On May 3, 2011, the Student Union sent a resolution to President Niehoff recommending that "the University correct the discrepancy in the University's Affirmative Action/Equal Opportunity statement and the Equal Opportunity/Non-Discrimination statement by including sexual orientation in the Affirmative Action/Equal Employment Opportunity statement" [Policy A] (see Appendix E). The Student Union never received a formal response from President Niehoff on this resolution. On May 11, 2011 students of the Concerned Collective met with Dr. Mark McCarthy, Vice President of Student Affairs, and Dr. John Day, Academic Vice President. The students had prepared for this meeting by speaking with an attorney from the Federal Department of Labor, whose view as the students report it was that because Policy B does not mention employment, it is merely an internal policy intended primarily for students. At this meeting, students from the Concerned Collective officially requested that employment and employment practices be mentioned in Policy B, echoing the May 3, 2011 Student Union resolution (see Appendix E for the statements that the students drafted). This committee does not know if the students received an official response to their request.

Unable to find any official University documents that state that John Carroll University's Equal Employment Opportunity Policy has been amended to include sexual orientation, this committee inquired as to how the University community came to believe that the policy had indeed been changed. Although this is a complicated question that cannot be fully addressed in this report, we believe that the Concerned Collective played an important role in communicating this information. In an e-mail correspondence dated May 28, 2010, Dr. Jonathan Smith informed a student with a leadership role in the relevant campus organizations that "a final draft of the new EEO statement is nearly complete" and that "the new EE statement" would be posted by the time students returned for classes. This student saw the statement labeled "Equal Employment Opportunity" posted on John Carroll University's website on August 5, 2010 and e-mailed the Concerned Collective, which in turn e-mailed faculty and staff in a letter that said that John Carroll University's "Equal Employment Opportunity" Policy now included sexual orientation. However, this committee is unaware of any official communication from University administrators that confirms the Concerned Collective's interpretation.

#### **Conclusions:**

It is this committee's view that John Carroll University's Equal Employment Opportunity Statement has not been amended and the promise that the University made to the students of the Concerned Collective and the rest of the University community in March, 2010 has not been fulfilled. We base our assessment on the following:

- 1) The Concerned Collective specifically asked that "John Carroll's legally mandated non-discrimination statement" be expanded to include sexual orientation. The October 2008 faculty resolution on this issue asks for the same. Both constituencies specifically wanted the University's *employment policies* and *employment practices* to prohibit discrimination on the basis of sexual orientation. As of the date this report was submitted, Policy B makes no mention of employment whereas Policy A does.
- 2) As far as our research indicates, *it is not legal to edit the federal equal employment opportunity statement, but it is legal to amend it.* John Carroll University's Affirmative Action Policy is almost worded in the same way the Sepetember 25, 2009 version of John Carroll's Equal Employment Opportunity policy. Neither includes sexual orientation. In addition, Policy B currently makes no mention of employment or employment practices.
- 3) In an e-mail that President Niehoff sent to Paul Shick, chair of the Faculty Council, on May 7, 2011, he affirms that the October 2008 faculty resolution has not been approved. If the University's employment and workplace policies had been changed to include sexual orientation, then the October 2008 faculty resolution would have been approved.
- 4) To our knowledge, President Niehoff has never stated officially that the University's Equal Employment Opportunity policy has been amended to include sexual orientation.
- 5) Sexual orientation is not mentioned in the Equal Employment Opportunity statement provided in *The Faculty Handbook* (although it is mentioned in the March 19, 2010 interpretation) or the *Employee Handbook* for staff and administrators.
- 6) As far as we are aware, no other university that includes sexual orientation in its Equal Employment Opportunity policy does so using a two-policy approach.
- 7) The two-policy approach is consistent with President Niehoff's original response to the October 2008 faculty resolution, which is detailed in the Gender and Diversity Committee's report of their meeting with him on the subject which took place on January 19, 2010. This original response is also detailed in a formal letter to Paul Shick, chair of the Faculty Council, dated January 27, 2010. President Niehoff's original response was not to amend the University's Equal Employment Opportunity Policy, but to instead introduce a second statement that "specifically addresses the discrimination and inclusion concerns of the GLTB community," which he called the "Community Standards Statement."

Moreover, our committee believes that the practice of calling the initial formulation of Policy B the "Equal Employment Opportunity Policy" while not displaying Policy A on the website was misleading to the University Community. This practice implied that the University's Equal Employment Opportunity Policy had indeed been changed to include sexual orientation. Whether this was the case or not for the short duration when Policy B held the title "Equal Employment Opportunity," it is not the case now. More transparency and/or clarity on this issue from relevant members of the University's administration coupled with more consistency in the names, content, branding, and location/availability of Policy A and Policy B since August 5, 2010 could have saved members of the University community large amounts of time spent trying to decipher whether the University's Equal Employment Opportunity Policy had been changed to include sexual orientation.

#### **Recommendations:**

Based on our committee's findings and conclusions, we recommend that:

- a) Our ad hoc committee be dissolved on the basis of our completing our charge.
- b) That an appropriate faculty response to this report be the first or one of the first issues to be considered on the Faculty Council's and Faculty's agenda in September 2012.
- c) That the faculty reaffirm their October 2008 request that the University's Equal Employment Opportunity Policy be amended to include sexual orientation and that faculty request a formal response from administration that includes a clear rationale for the administration's decision if their resolution is rejected.
- d) A new ad hoc committee of the faculty be formed that is focused solely on pursuing the intentions of the Faculty Resolution of October 2008 and promoting an equitable employment environment for all faculty members, regardless of their sexual orientation. We specifically recommend that this committee pursue adding domestic partner benefits to the fringe benefits of faculty. If Policy B is enforceable in regard to matters of employment and employment practices, then the University's only giving partner benefits to married, heterosexual individuals is a violation of Policy B and an instance of discrimination against LGBTQ faculty members and other employees. We also recommend that this new committee solicit input on LGBTQ matters from other constituencies across the university, including staff, students, and administrators.
- e) That faculty urge administrators to be mindful of the symbolic function that University policies serve and the effects that this symbolism has on the inclusiveness and exclusiveness of John Carroll University's campus climate. One of the reasons why the Concerned Collective and the faculty were arguing that the University's Equal Employment Opportunity Policy be amended to include sexual orientation is because of the symbolic function that it would serve in terms of promoting inclusiveness in campus climate.

#### **Minority Report:**

One member of this committee, Dr. Nancy Taylor (ED), asked that her name not be listed in support of this report. She chose not to write a minority report. The other members of the committee are in agreement as to the content and conclusions of this report.

#### **Appendices:**

#### **Appendix A (pp. 10-11):**

Equal Employment Opportunity Statements of AJCU and Ohio Schools

#### **Appendix B (pp. 12-17):**

EEO Statements for Creighton University, Baldwin-Wallace College, Bowling Green State University, Fordham University, University of Detroit Mercy, and Creighton University's "Reaffirmation Letter"

#### **Appendix C (pp. 18-35):**

- Summary Tables of Changes to Policy A and Policy B
- September 25, 2009 version of John Carroll University's Equal Employment Opportunity Statement
- Time Slices of Policies A and B and Access Links from August 5, 2010 to April 29, 2012

#### **Appendix D (p. 36-38):**

EEO Statement from the *Employee Handbook* and *Undergraduate Bulletin Statements* 

#### **Appendix E (pp. 39-42):**

May 3, 2011 Student Union Resolution and May 11, 2011 Concerned Collective Proposals for Policy Revisions

#### Respectfully Submitted,

- Dr. Jennifer McWeeny (Chair, PL)
- Dr. Rebecca Drenovsky (BL)
- Dr. Abdul Imam (PS)
- Dr. Robert Kolesar (MT)
- Dr. Gary Porter (FN)
- Dr. Jennifer Ziemke (PO)

# Appendix A

#### Equal Employment Opportunity Statements of AJCU and Ohio Schools

	College or University	Includes SO	Two Different Statements	Other Information	State
Ì	Fairfield University	Х			СТ
Ī	Georgetown University	Х		Includes gender ID	DC
f	Gonzaga University	Х			WA
	Loyola University Maryland	Х		SO also included in Diversity Statement	MD
r	Loyola Marymont University	Х			CA
r	Santa Clara University	Х			CA
t	University of San Francisco	Х		Includes gender ID	CA
	Boston College	Х		"Notice of Non-discrimination"	MA
	Canisius College	Х			NY
	College of the Holy Cross	Х			MA
r	Creighton University				NE
r	Fordham University	Х			NY
r	Loyola University Chicago				IL
r	Marquette University	X			WI
r	Regis University	X			CO
L.	Saint Louis University	X			MO
$\perp$	Seattle University	X		Includes gender ID	WA
1	The University of Scranton	Х			PA
	Xavier University			Statement telling people to respect LGBTQ members of the university	ОН
	John Carroll University	Х	Х	SO included in EO/NDP but not in AA/EEO	ОН
Г	Le Moyne College	Х			NY
ı	Loyola University New Orleans	Х			LA
-	Rockhurst University	Х			MO
_	Saint Joseph's University	Х	i		PA
-	Saint Peter's College	Х			NJ
	Spring Hill College	Х		"any kind of discrimination" in Statement on Human Dignity and Diversity	AL
١	Wheeling Jesuit University	Х			WV
	University of Detroit Mercy	Х			MI
	Total	25/28	1/28		

<sup>\*</sup>States in bold print have laws requiring sexual orientation in EEO statements

## Appendix A

#### Equal Employment Opportunity Statements of AJCU and Ohio Schools

College or University	Includes SO	Two Different Statements	Other Information
University of Akron	Х		
Bowling Green State University	х		
Central State University			
University of Cincinnati	Х		
Cleveland State University	Х		
Kent State University	Х		
Miami University	Х		
Ohio State University	X		
Ohio University			
Shawnee State University	Х		
University of Toledo	X		
Wright State University	Х		
Youngstown State University	Х		
Case Western Reserve University	Х		
University of Dayton	Х		
John Carroll University	Х	Х	
Lourdes College			
College of Mount St. Joseph			"other minority or protected status
Ohio Dominican University	Х		
Walsh University			
Xavier University			
Total	15/21	1/21	

## Appendix B

#### **Equal Employment Opportunity**

#### **Equal Employment Opportunity and Affirmative Action Policy**

In accordance with the applicable Federal Laws and Regulations, the employment policies and practices of Creighton University are administered without unlawful regard to race, color, religion, national origin, sex, age, handicap, or veterans status. The University will promote Equal Employment Opportunity through a positive and continuing Equal Employment Opportunity Program.

This Equal Employment Opportunity Program will have as its firm objective equal opportunity in recruitment, hiring, rates of pay, promotion, training, termination, benefits plans, and all other forms of compensation and conditions and privileges of employment for all employees and applicants for employment.

The program is designed to provide Equal Employment Opportunity in an atmosphere of nondiscrimination with respect to all persons.

The University has an Affirmative Action Program. The objective of the Affirmative Action Program is to enhance employment opportunities for persons belonging to groups that historically have suffered discrimination. These groups include women, minorities, handicapped persons, disabled veterans, and Vietnam-era veterans. Creighton University's Affirmative Action Program is implemented through its Affirmative Action Plan. The Plan is a written document which identifies those areas in which the University is deficient in its employment of minority groups and women. The Plan sets goals and timetables for the correction of identified deficiencies. It contains action-oriented procedures to which the University will devote every good faith effort to achieve prompt and full employment of minorities and women in all segments of the University's work force where identified deficiencies exist. The Plan also promotes the full utilization of handicapped persons, disabled veterans, and Vietnam era veterans.

The ultimate responsibility for Equal Employment Opportunity and Affirmative Action at the University lies with the President of the University. All Vice Presidents are responsible for Equal Employment Opportunity and Affirmative Action Policy is the responsibility of the Affirmative Action Director.

Successful meeting of goals and objectives will be attained through the full cooperation, support, and good-faith efforts of all Vice Presidents, Deans, Directors, Department chairs, Supervisors, and all other personnel responsible for hiring and promotions.

This policy does not mandate the use of quotas. The University subscribes to hiring the most qualified person in all cases. However, if individuals are similarly qualified, protected class status as defined in the Affirmative Action Plan will be a plus factor in the selection decision where protected class members are underrepresented.

Last updated: September 13, 2007 E-mail: webmaster@creighton.edu

12

# Appendix B

#### A Commitment to Equal Employment

Creighton University is committed to providing equal employment opportunity based on qualifications and merit without unlawful regard to race, color, religion, sex, national origin, age, disability, marital status, sexual orientation or veteran status.

Employment policies and practices are in place in such areas as recruitment, hiring, promotion, transfer, reassignment, training, benefits and separations that are in full compliance with Equal Opportunity laws and regulations.

As president of the University, I fully support these policies.

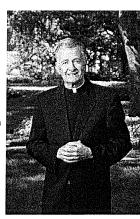
I am also committed to the implementation of a strong Affirmative Action Program designed to correct the under-utilization of individuals belonging to groups that historically have suffered discrimination.

Affirmative Action procedures will be followed where there is under-utilization for specific job categories. When the University reaches the affirmative action goals established for a specific job category, equal employment opportunity hiring, promotion and monitoring procedures will be followed.

As a Catholic and Jesuit comprehensive university, we will also promote the hiring and promotion of Jesuits.

Timothy R. Lannon, S.J.

Last updated: September 29, 2011 E-mail: webmaster@creighton.edu







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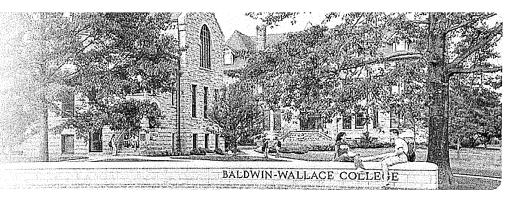
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**GLBT Services** 

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#### Non-Discrimination Policies

#### Student Non-discrimination Policy Statement

It is the policy of Baldwin-Wallace College to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, national or ethnic origin, religion, age, sex, sexual orientation, gender identity/expression, marital or parental status, disability, citizenship, or military or veteran status.

#### **Equal Employment Opportunity Policy Statement**

Baldwin-Wallace College is an equal opportunity employer and does not discriminate based on race, creed, age, disability, national origin, gender or sexual orientation.

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275 Eastland Rd.

Berea, Ohio 44017-2088

440.826.2900

email: info@bw.edu

Employment

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# **Equal Employment Opportunity Policy for Bowling Green State University**

Bowling Green State University is committed to providing faculty, staff, and students with an environment where they may pursue their careers or studies free from discrimination. The Office of Equity & Diversity is responsible for administering the University's equal opportunity and antiharassment policies. The office exists, in part, to ensure that all members of the University community understand their responsibility to create and maintain an environment free from discrimination and harassment.

The University pledges itself to the broad application of the Civil Rights Act of 1964, as amended, in particular Titles VI and VII, Executive Order 11246, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, and Chapter 4112 of the Ohio Revised Code.

#### **Equal Employment Opportunity Policy**

Bowling Green State University is committed to providing equal employment opportunity. The University prohibits discrimination against employees and applicants for employment on the basis of race, sex, gender identity, gender expression, sexual orientation, color, national origin, ancestry, religion, age, marital status, disability, military status, or status as a Special Disabled or Vietnam-era veteran. The Office of Equity & Diversity, 303 McFall Center, is responsible for equal employment opportunity compliance.

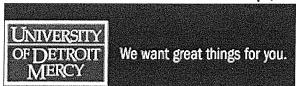
#### Retaliation

Retaliation against members of the Bowling Green State University community who exercise their right to file charges of discrimination or harassment is strictly prohibited by state and federal law and University policy. Retaliation is prohibited whether or not the charging party prevails in the original charge. Subsequent to, or contemporaneous with the charge, no agent of the University may harass, coerce, intimidate, or discriminate against an individual who has filed a complaint or participated in the complaint resolution process. Charges of retaliation will be investigated by the Office of Equity & Diversity.

Investigations will be handled on an individual, case-by-case, basis considering the complete record and all relevant circumstances. Investigations will be conducted as fairly and expeditiously as possible assuring confidentiality for both the complainant and the respondent to the extent possible.

Nothing in this policy should be interpreted as interfering with the practice of academic freedom at Bowling Green State University.

## Appendix B





## **Human Resources**

UDM > Human Resources > Employment > Equal Employment Opportunity (EEO)

#### **Contact Information**

#### Employment

## Equal Employment Opportunity (EEO)

Michigan HERC

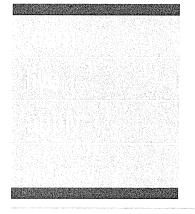
#### Payroll

(For Current) Employees

#### **Benefits**

Holiday Calendar

#### **Forms**



#### Equal Employment Opportunity (EEO)

It is the policy of the University of Detroit Mercy to provide equal opportunity to all employees and applicants for employment. The University will not discriminate in employment on the grounds of race, color, religion, ancestry, national origin, age, sex, height, weight, marital status, sexual orientation, veteran status, medical condition or disability. This policy applies to all terms, conditions and privileges of employment including recruitment, hiring, placement, employee development, promotion, transfer, compensation, benefits, discipline and termination. Additionally all other University programs such as training, social and recreational programs will be conducted in a non-discriminatory manner.

An employee or applicant who feels that he or she has been subjected to any type of employment discrimination or feels that he or she has witnessed employment discrimination should report the incident(s) to the Associate Vice President of Human Resources.

Print-friendly

#### © University of Detroit Mercy

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4001 W. McNichols Road, Detroit, MI 48221-3038
UDM Mission • UDM Public Safety • Privacy Statement • E-mail webmaster

FORDHAM UNIVERSITY STATUTES [ BACK TO HOME ]

**APPENDIX 3** 

Appendix 3a:

Faculty Contract Policies Equal Employment and

Appendix 3b:

Affirmative Action

Appendix 3c: Faculty Personnel Procedural Calendar Appendix 3d: Procedures for

Faculty Meetings

Appendix 3e: Faculty Development

APPENDIX 3b

#### EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION

#### NONDISCRIMINATION

Fordham University is an academic institution that in matters of employment complies with federal, state, and local employment discrimination laws and does not discriminate on the basis of race, color, creed, religion, age, gender, sex, national origin, marital status, sexual orientation, sexual preference, citizenship, alienage status, veteran status, disability, genetic information, status as a victim of domestic violence or any other basis prohibited by law.

#### AFFIRMATIVE ACTION PROGRAM

The University's Affirmative Action Program provides the means to recruit, employ, and promote women and other under-represented minorities in the interest of attaining workplace diversity. The Director of Equity and Equal Opportunity is available to all members of the Fordham community for consultation, training, and development of those methods and initiatives that advance a more diversified workforce, and ensure nondiscrimination, access to equal employment opportunities, and fair treatment of individuals. It is the responsibility of the Director of Equity and Equal Opportunity to monitor and report regularly on the University's efforts to achieve diversity and compliance with all laws pertaining to nondiscrimination. In addition, the Director of Equity and Equal Opportunity is a designated contact person for complaints alleging workplace discrimination, including complaints of sexual harassment.

Revised March 17, 2004

# Summary Table of Changes to Policy A

# August 5, 2010 to April 29, 2012

# Policy A: The policy that does NOT mention sexual orientation

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# Summary Table of Changes to Policy B

# August 5, 2010 to April 29, 2012

# Policy B: The policy that DOES mention sexual orientation.

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# Office of the President a message from Rev. Robert L. Niehoff, S.J. JOHN CARROLL UNIVERSITY

TO:

Members of the Student Body, Faculty, Administration and Staff

John Carroll University

FROM:

Robert L. Niehoff, S.J., President

DATE:

September 25, 2009

SUBJECT:

Equal Employment Opportunity/Affirmative Action &

Sexual Harassment & Sex Offenses Policies

9/25/09 before LGBTG proxs+

Policy A

Pursuant to applicable federal regulations, John Carroll University annually publicizes its equal employment opportunity and affirmative action policy. JCU's policy is consistent with federal law requirements and is detailed below. Also pursuant to applicable federal regulations, John Carroll University has established policies prohibiting sexual harassment and sex offenses, a copy of which is attached. With this communication, I reaffirm John Carroll University's commitment to these policies.

Equal Employment Opportunity/Affirmative Action

JCU will not discriminate against any employee or applicant for employment based on race, age, sex, religion, ethnic or national origin, disability, Vietnam veteran or special disabled veteran status, as these classes are defined and protected by local, state and federal laws and regulations.

The university values diversity and seeks talented employees from a variety of backgrounds. To this end, JCU takes affirmative action to employ qualified women, minorities, disabled or Vietnam Era veterans, and disabled persons.

John Carroll University subscribes to these provisions in hiring, placement, promotion, transfer or demotion, recruitment or advertising for employment, treatment during employment, compensation or benefits, professional development, layoff or termination and seniority or retirement.

Associate Academic Vice President James H. Krukones is the Affirmative Action/Equal Employment Opportunity Coordinator for faculty positions. Charles Stuppy, Director of Human Resources, is the Affirmative Action/Equal Employment Opportunity Coordinator for all other university positions. These AA/EEO Coordinators are responsible for overall implementation and monitoring of the university's equal employment and affirmative action commitments.

Applicants and employees are protected from intimidation or discrimination for filing a complaint or assisting in an internal or external AA/EEO investigation. Any applicant or employee who has questions about John Carroll's policy or practices should contact an AA/EEO Coordinator.

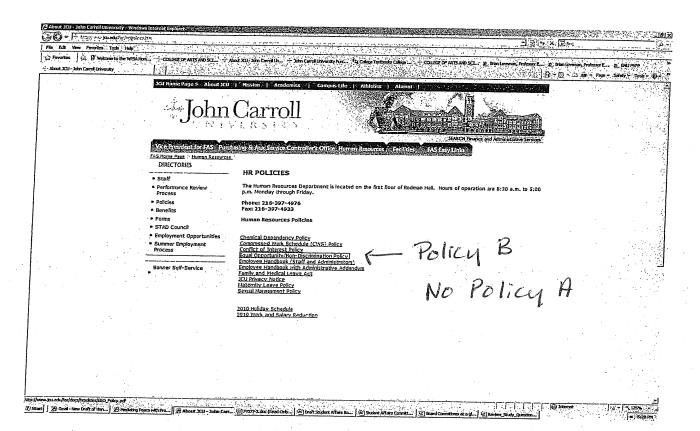
#### **Equal Employment Opportunity**

John Carroll University is committed to inclusion and diversity as constitutive elements of our Jesuit Catholic identity. As reflected in the University's vision, mission, core values and strategic initiatives John Carroll welcomes individuals who will contribute to its mission and goals. Our pursuit of excellence demands that we come to understand and embrace the richness that each person brings to the University community.

In a manner consistent with the University's Jesuit Catholic heritage, the University maintains and enforces a policy of equal opportunity. John Carroll University does not discriminate based on race, age, color, sex, sexual orientation, religion, ethnic or national origin, disability, Vietnam veteran status or special disabled veteran status. Discrimination or harassment of members of the University community strikes at the very heart of this institution and will not be tolerated.

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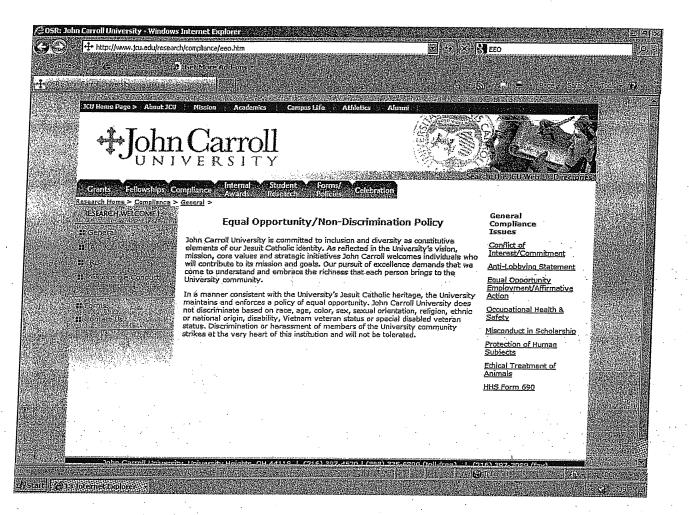
# John Carroll Equal Employment Opportunity

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Equal Opportunity/Non-Discrimination Policy

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April 7,2011
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#### Affirmative Action/Equal Employment Opportunity

Beyond its obligations pursuant to federal law, as described below, the University's new Equal Opportunity/Non-Discrimination Policy may also be viewed at: <u>EO Policy</u>

JCU will not discriminate against any employee or applicant for employment based on race, age, sex, No sexual religion, ethnic or national origin, disability, military or veteran status, or genetic information, as overtained and protected by local, state and federal laws and regulations.

The university values diversity and seeks talented employees from a variety of backgrounds. To this end, JCU takes affirmative action to employ qualified women, minorities, veterans, and disabled persons.

John Carroll University subscribes to these provisions in hiring, placement, promotion, transfer or demotion, recruitment or advertising for employment, treatment during employment, compensation or benefits, professional development, layoff or termination and seniority or retirement.

Associate Academic Vice President James H. Krukones is the Affirmative Action/Equal Employment Opportunity Coordinator for faculty positions. Charles Stuppy, Director of Human Resources, is the Affirmative Action/Equal Employment Opportunity Coordinator for all other university positions. These AA/EEO Coordinators are responsible for overall implementation and monitoring of the University's Equal Employment and Affirmative Action plan and commitments.

Applicants and employees are protected from intimidation or discrimination for filing a complaint or assisting in an internal or external AA/EEO investigation. Any applicant or employee who has questions about John Carroll's policy or practices should contact an AA/EEO Coordinator.

Policy A

#### **Affirmative Action Plan**

Beyond its obligations pursuant to federal law, as described below, the University's new Non-Discrimination Policy may also be viewed at: <u>Non-Discrimination Policy</u>.

JCU will not discriminate against any employee or applicant for employment based on race, age, sex, religion, ethnic or national origin, disability, military or veteran status, or genetic information, as defined and protected by local, state and federal laws and regulations.

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Policy A

#### **Non-Discrimination Policy**

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The following persons are responsible for receiving reports, questions or concerns of discrimination: Associate Academic Vice President James H. Krukones is the contact officer for faculty; Charles Stuppy, Director of Human Resources, is the contact officer for all other personnel; and Dean of Students, Sherri Crahen, is the contact officer for students.

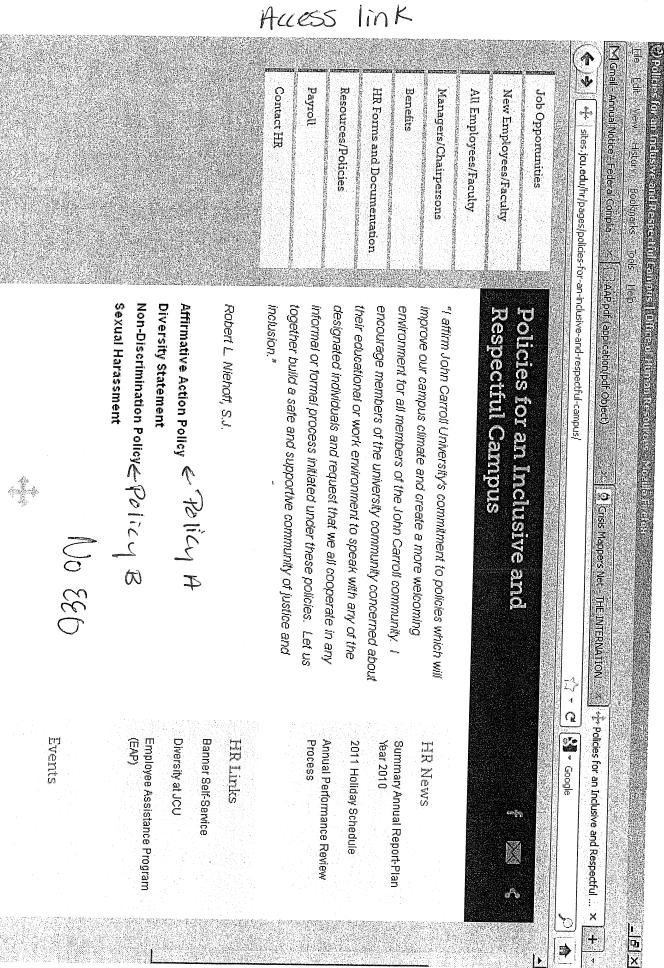
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#### **Affirmative Action**

JCU is committed to Affirmative Action and Equal employment opportunity and will not discriminate against any employee or applicant for employment based on race, age, sex, religion, ethnic or national origin, disability, military or veteran status, or genetic information, as defined and protected by local, state and federal laws and regulations.

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The university values diversity and seeks talented employees from a variety of backgrounds. To this end, JCU takes affirmative action to employ qualified women, minorities, veterans, and disabled persons.

John Carroll University subscribes to these provisions in hiring, placement, promotion, transfer or demotion, recruitment or advertising for employment, treatment during employment, compensation or benefits, professional development, layoff or termination and seniority or retirement.

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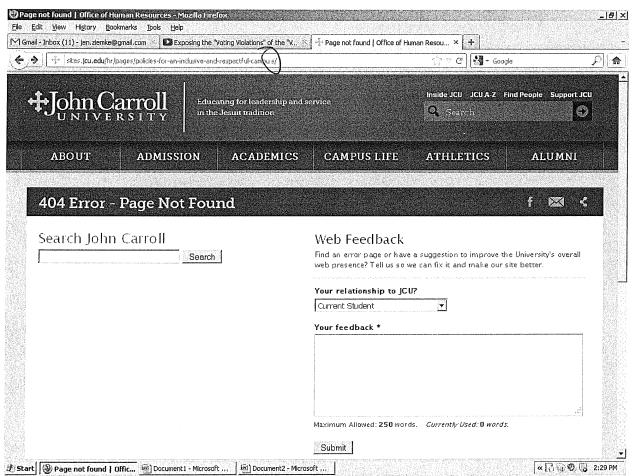
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Sexual Harassment Employee Assistance Program (EAP) Events

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#### Affirmative Action

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#### **Non-Discrimination Policy**

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4/29/12

(3) webmedia.jcu.edu/hr/files/2011/02/Employee-Handbook.pdf

JUL Employee Handbook

4-20-12

# **Employment Policies**

employment

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>

# Affirmative Action/Equal Employment Opportunity

equal opportunity and affirmative action policies and philosophies monitor human resources activities to ensure that the university's vacant, exempt and non-exempt positions. Also, the university will pledge to emphasize the recruitment of women and minorities to fill John Carroll University is committed to the policies of affirmative action and promoting diversity in the workplace. This includes a are being carried out.

of race, color, sex, national origin, religion, age, disability, or discriminate in employment opportunities or practices on the basis individuals, employment decisions at the university are based on merit, qualifications and abilities. To provide equal employment and advancement opportunities to all The university does not

discipline, termination, and access to benefits and training of employment, including selection, job assignment, compensation an undue hardship to the university. This policy governs all aspects individuals with known disabilities unless doing so would result in The university will make reasonable accommodations for qualified

discrimination in the workplace are encouraged to bring these Any employees with questions or concerns about any type of Engaging in any type of unlawful discrimination or harassment of Resources. Employees may raise concerns and make reports without fear of reprisal. issues to the attention of their supervisor or the Office of Human

If at any time, employees have questions regarding the university's Affirmative Action or Equal Employment Opportunity policies; cause for administrative counseling, another employee, non-employee, contractor, or visitor will be please direct them to a supervisor or to the Office of Human termination of employment. up to and including

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# Appendix D

History	229
Honors Program	238
Humanities	241
International Cultures	243
Italian	248
Japanese	249
Latin	250
Management	252
Marketing	257
Mathematics	260
Military Science	265
Modern Languages	270
Philosophy	271
Physical Education and Exercise Science	277
Physics and Engineering Physics	283
Political Science	291
Psychology	299
Religious Studies	307
Russian	314
Slovak	315
Sociology and Criminology	316
Spanish	
Endowed Centers, Chairs, Professorships, and Lectureships	327
Philanthropic Gifts	332
Faculty Awards	
Directors, Administrators, Committees	344
Retired Faculty	357
Current Faculty	362
Adjunct Faculty and Lecturers	386
Graduate Assistants	391
Association of Jesuit Colleges and Universities	392
Index	393
Campus Map	396
Directions to Campus	397

#### **EQUAL OPPORTUNITY POLICY**

In keeping with its traditions, John Carroll University maintains and enforces a policy of equal educational opportunity and does not discriminate on the basis of religion, race, color, socioeconomic status, sex, age, national or ethnic origin, political affiliation, or disability respecting admission to the University, scholarship and loan programs, educational programs, or any of the activities which it operates. This policy, originally developed and enforced as a voluntary expression of the guiding philosophy of the University, is now required in many of its particulars by federal and state laws, to which the University is committed and adheres.

#### NOTICE OF CHANGES

John Carroll University reserves the right to modify degree programs and their requirements and to revise its schedule of charges for tuition, fees, and other expenses. Notice of such changes will be posted conspicuously and communicated to students through public announcements and other appropriate channels.

2009-2011 Undergraduak Bulletin

Appendix D

History	
Honors Program	
Human Resources Management	
Humanities	
International Business with Language and Culture	
International Cultures	
Italian	
Japanese	
Latin	. 255
Leadership Development	. 257
Management	. 259
Marketing	. 264
Mathematics	267
Military Science	
Modern Languages	278
Peace, Justice, and Human Rights	
Philosophy	281
Physical Education and Exercise Science	
Physics and Engineering Physics	295
Political Science	
Psychology	
Russian	
Slovak	320
Sociology and Criminology	321
Spanish	330
Theology and Religious Studies	334
Endowed Centers, Chairs, Professorships, and Lectureships	342
Philanthropic Gifts	
Faculty Awards	356
Directors, Administrators, Committees	359
Retired Faculty	368
Current Faculty	373
Adjunct Faculty and Lecturers	
Graduate Assistants	
Association of Jesuit Colleges and Universities	
Index	404
Campus Man and Directions to Campus	107

#### NON-DISCRIMINATION POLICY

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2011-2013 Undergraducote Bulletin

## Appendix E



Fax 216 - 397-1818 E-mail stunion@jcu.edu Web www.jcu.edu/su

Date Presented: May 3, 2011

Date Passed: May 3,2011

REC-3-S11

A recommendation to correct the discrepancy in the University's Affirmative Action/Equal Employment Opportunity statement and the Equal Opportunity/Non-Discrimination Policy statement.

To:

Rev. Robert L. Niehoff, S.J., President; Ms. Maria Alfaro-Lopez, General Counsel;

Dr. Jonathan Smith, Vice President and Executive Assistant to the

President:

Dr. James Krukones, Associate Academic Vice President and Affirmative Action/Equal Employment Opportunity Coordinator

#### Sponsored by Senator Steven Palmieri '14

Whereas,

John Carroll University provides two non-discrimination policies, which do not agree with one another. The Affirmative Action/Equal Employment Opportunity does not include the mention of sexual orientation, while the Equal Opportunity/Non-Discrimination Policy does; and

Whereas,

Rev. Robert L. Niehoff, S.J. and the Board of Directors stated their intention to include sexual orientation in the University's nondiscrimination policies in an e-mail sent out to the University community on March 12, 2010; and

Whereas,

Many other universities in Ohio include sexual orientation in their Equal Employment Opportunity statements, beyond their obligations to federal, state, and local laws. Furthermore, these universities do not have two conflicting statements; and

Whereas,

In order to promote a spirit of unity and inclusiveness at John Carroll, students urge the University administration to fulfill its promise and include sexual orientation in the University's Equal Employment Opportunity statement.

Noting,

Article II, Sec. 3, subsection a states that "The Student Union Senate shall be the only student organization which can represent the entire student body at John Carroll University."

Further Noting, Article II, Sec. 3, subsection d states that the Student Union Senate shall have the ability "to recommend changes in the rules and regulations governing the entire university."

## Appendix E

## JOHN CARROLL UNIVERSITY

20700 North Park Boulevard / University Heights, Ohio 44118 / Telephone 216 - 397-4718

Fax E-mail

216 - 397-1818

stunion@jcu.edu

STUDENT UNION PRESIDENT

Web www.jcu.edu/su

Therefore be it resolved, that the Student Union recommends that the University correct the discrepancy in the University's Affirmative Action/Equal Employment Opportunity statement and the Equal Opportunity/Non-Discrimination Policy statement by including sexual orientation in the Affirmative Action/Equal Employment Opportunity statement.

Rita Rochford,

President

Greg Petsche

Executive Vice President

# Appendix E

#### Faculty, Staff, and Administrators Equal Opportunity/Non-Discrimination Policy

John Carroll University is committed to inclusion and diversity as constitutive elements of our Jesuit Catholic identity. As reflected in the University's vision, mission, core values and strategic initiatives John Carroll welcomes individuals who will contribute to its mission and goals. Our pursuit of excellence demands that we come to understand and embrace the richness that each person brings to the University community.

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Concerned Collective proposed Changes to Policy B - May 11, 2011



#### Student Equal Opportunity/Non-Discrimination Policy

John Carroll University is committed to inclusion and diversity as constitutive elements of our Jesuit Catholic identity. As reflected in the University's vision, mission, core values and strategic initiatives John Carroll welcomes individuals who will contribute to its mission and goals. Our pursuit of excellence demands that we come to understand and embrace the richness that each person brings to the University community.

In a manner consistent with the University's Jesuit Catholic heritage, the University maintains and enforces a policy of equal opportunity. John Carroll University does not discriminate based on race, age, color, sex, sexual orientation, religion, ethnic or national origin, disability, Vietnam veteran status or special disabled veteran status. Discrimination or harassment of members of the University community strikes at the very heart of this institution and will not be tolerated.

John Carroll University subscribes to these provisions in admission, placement, housing, suspension, expulsion, treatment during attendance and post graduation, and in the bestowing and honoring of degrees.

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Concerned Collective proposed policy for students

May 11, 2011