

POLICY OF THE MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD OF TRUSTEES

Type:	Presidential Parameter
Title:	Affirmative Action and Equal Opportunity
Policy Number:	4HEH0300
Delegation:	Accountable: Vice President - Student Affairs and Vice President - Human Resources Responsible: District Equal Opportunity Officers

PRINCIPLE

To maintain an Affirmative Action and Equal Opportunity comprehensive plan that includes equal opportunity and non-discrimination for all employees, students and non-employees.

POLICY

Moraine Park Technical College (MPTC) is committed to compliance with the Civil Rights Act of 1991; the Americans with Disabilities Act of 1990, as amended; Titles VI and VII of the 1964 Civil Rights Act, as amended; the Age Discrimination Acts of 1967 and 1973; the Equal Pay Act of 1973, as amended; the Civil Rights Restoration Act of 1987; Title IX of the 1972 Education Amendments; Section 504 of the 1973 Rehabilitation Act; the Wisconsin Fair Employment Law; Federal and Wisconsin Executive Orders; Wisconsin Administrative Code; the Carl D. Perkins Vocational Education Act; and the Office for Civil Rights Guideline stating that no person shall be denied benefits, excluded from participation, or subjected to discrimination because of race, color, religion, national origin, ancestry, creed, sex, gender identify, disability, arrest record, conviction record, age, veteran status, membership in National Guard, State Defense Force, or other reserve component of the military forces of Wisconsin or the United States, marital status, pregnancy, sexual orientation, political affiliation, parental status, genetic testing and the use or nonuse of lawful products off the employer's premises during nonworking hours.

It is the policy of MPTC to maintain an Affirmative Action and Equal Opportunity comprehensive plan. This program includes equal opportunity and nondiscrimination for all employees, students and non-employees. Any person who believes that their affirmative action rights have been violated has the right to file a grievance. The grievance should be filed within 300 days. The Moraine Park Harassment and Discrimination Grievance Procedure should be followed. It can be accessed by clicking on "An Equal Opportunity College" at www.morainepark.edu or by contacting an Equal Opportunity Officer. This action does not preclude the grievant from seeking additional recourse through an appropriate outside agency.

Moraine Park Technical College (MPTC por sus siglas en inglés) está comprometido al cumplimiento de la Ley de Derechos Civiles de 1991; la Ley de Americanos con Discapacidades de 1990, como enmendado; Título VI y el Título VII de la Ley de Derechos Civiles de 1964, como enmendado; las Leyes de Discriminación por Edad de 1967 y 1973; la Ley de Pago Igual de 1973, como enmendado; la Ley de Restauración de Derechos Civiles de 1987; Título IX de las Enmiendas de la Educación de 1972; sección 504 de la Ley de Rehabilitación de 1973; la Ley de Empleo Justo de Wisconsin; órdenes ejecutivas federales y de Wisconsin; el Código Administrativo de Wisconsin; la Ley de Educación Vocacional Carl D. Perkins; y las normas de la Oficina de Derechos Civiles que manifiestan que ninguna persona será negada los beneficios, excluida de participación, o sometida a discriminación en base de raza, color, religión, origen nacional, ascendencia, creencia, sexo, identidad de género, discapacidad, antecedentes de arresto o condenas, edad, estatus de veterano, membresía en la Guardia Nacional, Fuerza de

Defensa Estatal, o cualquier componente de reserva de las fuerzas militares de Wisconsin o de los Estados Unidos, estado civil, preñez, orientación sexual, afiliación política, estatus de padre o madre, información genética, y el uso o no uso de productos legales fuera de los locales del empleador y durante las horas no laborales.

Es política de MPTC mantener un plan integral de Acción Afirmativa e Igualdad de Oportunidades. Este programa incluye la igualdad de oportunidad y la no discriminación para todos sus empleados, estudiantes y no-empleados. Cualquier persona que cree que sus derechos de acción afirmativa han sido violados tiene el derecho de presentar una queja. Se debe presentar la queja dentro de 300 días. El Procedimiento de Quejas de Acoso y Discriminación de Moraine Park debe ser seguido. Se accede al procedimiento al hacer clic en "An Equal Opportunity College" en www.morainepark.edu o al ponerse en contacto con un Oficial de Igualdad de Oportunidad. Tal acción no prohíbe que el reclamante busque recursos adicionales por medio de una agencia externa apropiada.

Affirmative Action/Equal Opportunity Plan

The College will maintain an Affirmative Action/Equal Opportunity Compliance Plan demonstrating its commitments and efforts towards equal employment opportunities and equal educational program opportunities. Equal educational program opportunities include, but are not limited to access to courses and programs; admissions; student policies and their applications; counseling, guidance and placement services; physical education and athletics; financial assistance; work study; and extracurricular activities. The educational climate will be conducive to and supportive of cultural and ethnic diversity. The plan will include specific goals and timetables for accomplishing results.

Harassment Statement

MPTC is committed to compliance with present law and guidelines prohibiting harassment in education and employment.

Harassment by employees, students and non-employees, on the basis of race, color, sex, national origin, age, disability or other protected status is an illegal practice prohibited by MPTC.

Unwelcome sexual advances, requests for sexual favors, sexual violence and other verbal or physical conduct of a sexual nature constitutes sexual harassment when the following occurs:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, or academic success;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic standing affecting such individuals; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

Harassment based upon race, color, sex, national origin, age, or disability includes ethnic or racial slurs or other verbal and/or physical conduct relating to a person's race, color, sex, national origin, age, or disabling condition which interferes with an individual's work performance or creates an intimidating, hostile, or offensive environment. MPTC will not tolerate harassment by its employees, non-employees, or students. Any person who engages in harassment will be subject to disciplinary action and/or termination.

Affirmative Action

MPTC will make serious efforts to recruit, train, and place minority, disabled, and female persons where these members are presently under-utilized. Equal employment includes, but is not limited to, recruitment,

selection, hiring, training, promotion, transfer, layoff, and return from layoff, compensation, and benefits. In response to an employee's request, reasonable accommodations will be provided for disabled individuals and for religious practices.

Vendors

The College will seek assurance from all contractors and suppliers of products and services that they do not discriminate. The purchase of products and services from women, minority, and disabled business owners will be encouraged.

Equal Opportunity Officer and Committee

The MPTC District Board will appoint the Director of Human Resources as the Equal Opportunity Officer - Staff and the Dean of Students as the Equal Opportunity Officer – Student, who have joint responsibility for developing, coordinating, and monitoring all of the College's compliance activities. The Equal Opportunity Officers serve as MPTC's Title IX Coordinators. Questions should be directed to Equal Opportunity Officer, at 235 N. National Avenue, P. O. Box 1940, Fond du Lac, WI 54936-1940. The college has an Equal Opportunity Committee consisting of member representatives who are selected from minority, female, and disabled persons whenever possible. The committee was organized and has been active since 1974.

Approved March 18, 2015

Bonnie Baerwald Vernon Jung, Jr.
Interim President District Board Chairperson

BOARD MONITORING - EFFECTIVENESS INDICATOR ELEMENTS

The Board will monitor Affirmative Action and Equal Opportunity activities of the College as follows:

1. Review and approval of the College's Affirmative Action and Equal Opportunity Five Year Plan.

03/18/15