

Policy Number/Title: 4.31 Equal Employment Opportunity
Effective Since: 12/01/2018
Last Revision Approved: 12/01/2018
Responsible Office: Human Resources

1. Scope:

This policy applies to all personnel actions including, but not limited to, recruitment, hiring, classification/compensation, benefits, promotions, transfers, layoffs, recall from layoffs and educational, social or recreational programs of this institution.

2. Definitions:

This section was intentionally left blank.

3. Policy:

THIS DOCUMENT IS NOT A CONTRACT BETWEEN EMPLOYEES AND WINTHROP UNIVERSITY, EITHER EXPRESSED OR IMPLIED. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. WINTHROP UNIVERSITY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

Winthrop University recognizes that employees are the essential resource of the institution. Winthrop is committed to the principles of equal employment. It is the policy of the University that all personnel related decisions be made without regard to race, color, religion, sex (including pregnancy and childbirth, or related medical conditions), national origin, age (forty-plus / 40+), protected disability, veteran status, sexual orientation, gender identity or other characteristic protected under applicable federal, state or local law. This policy applies to all personnel actions including, but not limited to, recruitment, hiring, classification/compensation, benefits, promotions, transfers, layoffs, recall from layoffs and educational, social or recreational programs of this institution.

In addition, Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) protects applicants and employees from discrimination based on genetic information in



hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

The President of the University is committed to equal opportunity in employment and is ultimately responsible for the development and implementation of equal employment policies. Specific authority and responsibility for administering equal employment has been delegated to the Vice President for Human Resources, Employee Diversity, and Wellness who administers related policies and procedures in collaboration with the Provost and Executive Vice President for Academic Affairs and their respective staff members. Full cooperation of all administrators, managers, supervisors and other employees in achieving the goal of equal employment is expected.

No one will be subjected to, and the University prohibits, any form of discipline or retaliation for reporting, pursuing, or cooperating in the investigation of complaints of employment discrimination that are consistent with this policy.

Equal employment opportunity is an integral part of the mission and purpose of the University.

4. Procedures:

This section was intentionally left blank.

5. Resources:

This section was intentionally left blank.

6. History of Revisions:

12/01/2018	Minor Revisions
10/01/2016	Policy first established

7. Approvals:



Responsible Officer Signature/Date:

Vice President/Senior Administrator Signature/Date:

President Signature/Date: