



DENMARK TECHNICAL COLLEGE

AREA COMMISSION POLICY # 01.30.01.04 (2020) EQUAL OPPORTUNITY

Policy Title: Equal Opportunity

Policy Type: Area Commission

Policy Number: AC Policy #01.30.01.04 (2020)

Legal Authority: Section 59-53-51 of the 1976 Code of Laws of South Carolina, As Amended

State Board Policy:

Approval Date: May 27, 2020

Responsible Office: Office of Human Resources

Responsible Executive: AVP for Institutional Advancement and Effectiveness and CHRO

Applies to: College Community

POLICY STATEMENT

The Area Commission (Commission) is committed to fostering a culture of inclusion, diversity and mutual respect for all members of the College community. The Commission is equally committed to maintaining and promoting equal access and opportunity in employment, admissions, programs and facilities for all members of the College community without regard to factors such as race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, gender, veteran's status, pregnancy, childbirth or other categories protected by applicable law.

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DEFINITIONS

“**Discrimination**” means inequitable treatment by DTC of a person based on one or more of that person's protected characteristics or statuses, excepting any treatment permitted or required by law.

“**Retaliation**” includes any adverse treatment which is reasonably likely to deter the complainant or others from filing a charge of discrimination/harassment or participating in a discrimination/harassment investigation. Retaliation can be verbal, written, graphic, electronic, or physical.

“**College Community**” includes all Area Commission members, administrators, faculty, staff, students, student employees, contractors, agents, visitors and volunteers of Denmark Technical College.

CONTACTS

The Associate Vice President for Institutional Advancement and Effectiveness and Chief Human Resources Officer and Title IX Coordinator officially interpret this policy and is responsible for matters pertaining to this policy as it relates to the College Community. The President’s Office is responsible for obtaining approval for any revisions as required by Presidential Policy #02.30.06.01 (2020) *Policy Classification and Numbering System*. Questions regarding this policy should be directed to the Human Resources Office.

POLICY CONTENTS

Equal Opportunity Statement

As a recipient of Federal financial assistance, Denmark Technical College provides equal employment and educational opportunity for all persons without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, gender, veteran’s status, pregnancy, childbirth or other categories protected by applicable law in admission to, participation in, or receipt of the services and benefits under any of its programs and activities, whether carried out directly or through a third-party, or any other entity with which Denmark Technical College arranges to carry out its programs and activities.

Denmark Technical College does not tolerate discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, gender, veteran’s status, pregnancy, childbirth or other categories protected by applicable law. The prohibition against discrimination and harassment applies to all levels and areas of college operations and programs, to students, faculty, staff, volunteers, vendors, and contractors, and the Area Commission. This policy does not permit or require alteration of *bona fide* job requirements, performance standards, or qualifications to give preference to any state employee or applicant for state employment.

Reporting Complaints

Allegations of violations of this policy shall be brought to the attention of the Department of Human Resources; any retaliatory action against persons making such allegations shall be investigated by the Department of Human Resources without delay.

Knowingly filing a false complaint of discrimination/harassment or of retaliation is a violation of this policy and may be pursued using the steps followed for a complaint of discrimination/harassment. If a false complaint is found to have occurred, such conduct will result in disciplinary action that may include termination or expulsion.

The President is hereby directed to review and update annually all policies and procedures related to procurement, employment, student affairs, College programs and activities, and other relevant policies or areas to ensure full compliance with the non-discrimination mandates articulated by Federal and State statutes. Any member of the College community found in violation of this policy shall be subject to appropriate disciplinary action.

Notice Requirement

To comply with the requirements under Federal law protecting the rights of beneficiaries in programs or activities that receive financial assistance from the U.S. Department of Education, every effort shall be made to provide notice of the College's Equal Opportunity Statement in all Denmark Technical College publications, including but not limited to the College catalog, student handbook, employee handbook(s), College website, program brochures, institutional materials, and student newspapers or periodicals:

Denmark Technical College does not discriminate against any person on the basis of race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, gender, veteran's status, pregnancy, childbirth or other categories protected by applicable law for admission to, participation in, or receipt of the services and benefits under any of its programs and activities, whether carried out directly or through a third-party, or any other entity with which Denmark Technical College arranges to carry out its programs and activities.

All written materials, including but not limited to letterhead and notices shall include the following tagline in its footer: "*Denmark Technical College - An Equal Opportunity Employer.*"

PUBLICATION

The policy will be widely distributed to the College community. To ensure timely publication and distribution thereof, the AVP for Institutional Advancement and Effective and CHRO will make every effort to:

- Communicate the policy in writing, electronically, or otherwise to the College community, including current and prospective students within fourteen (14) days of

- approval;
- Submit this policy for inclusion in the Policy Library within fourteen (14) days of approval;
 - Post the policy on the College's webpage and all other related webpages, in the student handbook, and in the College catalog; and
 - Educate and train all stakeholders and appropriate audiences on the policy's content as necessary.

REVIEW SCHEDULE

- Next Scheduled Review: May 27, 2022
- Approved by Area Commissioners: May 27, 2022
- Revision History: None
- Supersedes: N/A

RELATED DOCUMENTS

There are no related documents associated with this policy.

FORMS

There are no forms associated with this policy.