

Policies and Procedures

Title

Equal Employment Opportunity

HR Policy No: 10.001

Page: 1 of 4

Revised: February 1, 2025

Purpose

To establish guidelines for, and ensure consistent efforts toward, achieving the goals of equal employment opportunity.

Applicability

Administrators, Faculty, Support Staff, Bargaining Unit Members

Policy

Providence College has been, and will continue to be, committed to a policy of equal employment opportunity. The College endorses the goals of equal employment opportunity as supportive of the College's values.

Providence College will continue to make strong, positive efforts to ensure that persons of color, women, disabled persons, and Vietnam Era and other military veterans are given full and appropriate consideration for employment, upgrading, counseling, training, and for participating in all College sponsored programs and social activities.

For further background, please see the overview below.

Statement of Nondiscrimination

Providence College does not discriminate against any person on the basis of race, color, national and ethnic origin, sex, gender, sexual orientation, gender identity, religion, disability, age, veteran status, genetic information, or any other applicable legally protected basis, in the administration of its education policies, admission policies, scholarship and loan programs, athletic and other College-administered programs, and employment policies. In accordance with Title IX, it does not discriminate on the basis of sex in its educational programs or activities. Nothing in the Notice of Non-Discrimination shall require Providence College to act in a manner contrary to its Dominican mission and the teaching and tenets of the Catholic Church, and the College reserves the right to take actions designed to ensure and promote its

Catholic and Dominican mission.

Responsibility

The senior associate vice president for human resources is responsible for the coordination and oversight of the College's employment programs and for monitoring the implementation of those programs throughout the College.

Overview

The following information has been prepared to introduce all employees of Providence College to the concept of Equal Employment Opportunity and, further, to explain the laws which govern this concept and the procedures practiced by Providence College to ensure its implementation.

Equal Employment Opportunity

Equal Employment Opportunity is provided when all conditions of employment and management decisions are based on good, consistent, and fair human resource policy and procedure.

Equal Opportunity in employment is an essential priority for Providence College, and one to which the College is deeply committed. In accordance with established federal laws (based in the Civil Rights Act of 1964), state laws, and College policies, discrimination based on race, color, national and ethnic origin, sex, gender, sexual orientation, gender identity, religion, disability, age, veteran status, or genetic information, is prohibited in all aspects of employment. Providence College is also committed to providing a work and academic environment free from all forms of sexual harassment.

Diversity

Diversity policies and programs at Providence College are designed to foster opportunities to embrace the greatest mix of ideas, opinions, and beliefs so important to the achievement of academic excellence. Accordingly, the term diversity, in its many forms, is used at the College in the broadest sense to encompass many things such as race, color, national and ethnic origin, sex, gender, sexual orientation, gender identity, religion, disability, age, veteran status, genetic information, language, socio-economic status and/or background, political ideology, theoretical approach, etc.

Individuals with Disabilities

A person with a disability is someone who: (1) has a physical or mental impairment that substantially limits one or more major life activities; (2) has a record of such impairment; or (3) is regarded as having such an impairment. A major life activity means a basic function such as working, caring for oneself, walking, seeing, hearing, breathing, etc.

Employers are prohibited from discriminating against qualified individuals with disabilities in all terms, conditions, and privileges of employment.

A qualified individual with a disability is a person who, with or without reasonable accommodation, can

perform the essential functions of the job in question. Employers are required to make an accommodation to the known disability of a qualified applicant or employee if it would not impose an "undue hardship" on the operations of the employer's business. The employer is not required to lower quality or production standards to make an accommodation, nor is an employer obligated to provide items such as glasses or hearing aids. Disclosure of one's disability is strictly voluntary and will be kept confidential.

Veterans Assistance

Employers are prohibited from discriminating against veterans to employ and advance in employment Vietnam Era and "Other Qualified" veterans and qualified disabled veterans of all wars.

Race or Ethnicity

People can self-identify in the following race or ethnic categories:

American Indian/Alaskan Native (not Hispanic)

A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

Asian (not Hispanic)

A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African-American (not Hispanic)

A person having origins in any of the black racial groups of Africa.

Hispanic or Latino

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race. The term "Spanish origin" can be used in addition to "Hispanic or Latino."

Native Hawaiian or Other Pacific Islander (not Hispanic)

A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White (not Hispanic)

A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Multi-Racial (not Hispanic)

A person having two or more races.