



UNIVERSITY POLICIES

Title: Equal Employment Opportunity and Affirmative Action Policy

Effective Date: August 2, 2024

Issuing Authority: Executive Vice President for Finance and Administration

Responsible Officer: Associate Vice President for Human Resources

Statement of Policy

Mercer University is committed to maintaining an environment where all applicants for employment and employees have equal access to employment opportunities based on merit, without fear of discrimination or harassment on the basis of race, color, national or ethnic origin, disability, marital status, veteran status, sex (including pregnancy, child birth or a medical condition related to pregnancy or childbirth), sexual orientation, gender identity, gender expression, genetic information, age, or religion (except in limited circumstances where religious preference is permitted by law), or any other protected status or characteristic as defined by law. Mercer University will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship.

To Whom the Policy Applies

This policy applies to all employees and applicants for employment of Mercer University, covering all terms and conditions of employment, including but not limited to hiring, placement, promotion, termination, demotion, transfer, leaves of absence, compensation, and training programs.

Definitions

As used in this policy, the following term(s) have the meaning specified below:

Employee: Any faculty (including, but not limited to, regular, visiting, or adjunct), any individual who has an appointment at the University, and all regular and temporary staff.

Applicant: Any individual who submits an expression of interest in employment by completing an application for a particular position through the Mercer Careers website.

Policy and Procedures

As a federal contractor, Mercer University has adopted an Affirmative Action Policy in accordance with applicable legal requirements. This Affirmative Action Policy is reviewed and updated annually, or in accordance with changes in applicable law. Employees and applicants may access, upon request, the full Affirmative Action Plan (absent data metrics) in the Human Resources office.

To ensure the University's commitment to equal opportunity employment, Mercer University maintains an audit and reporting system to determine overall compliance with its equal employment opportunity mandates and to respond to any specific complaints applicants or employees file with Mercer University's Office of Equity and Compliance. The Associate Vice President for Human Resources is the Equal Opportunity/Affirmative Action Officer and along with the Associate Vice President for Equity and Compliance, is responsible for monitoring and coordinating compliance with the Affirmative Action Policy and applicable laws and regulations, including but not limited to, Titles VI and VII of the Civil Rights Act of 1964, Sections 503 and 504 of the Rehabilitation Act, the Americans with Disabilities Act, the ADA Amendments Act of 2008 (ADAAA), the Age Discrimination in Employment Act, Executive Order 11246, and Title IX of the Education Amendments of 1972.

Any applicant or employee with questions or concerns about any type of discrimination or sexual misconduct in the workplace or application process is encouraged to bring these issues to the attention of the Associate Vice President for Equity and Compliance/Title IX Coordinator or the Equal Employment Opportunity Commission. University policy prohibits retaliation against any employee or applicant for bringing a complaint of discrimination or harassment.

Related Policies

Americans with Disabilities Act Policy

Non-Discrimination and Anti-Harassment Policy

Sexual Misconduct Policy