

**Northern New Mexico College
HUMAN RESOURCES POLICY**

Subject:	Affirmative Action Policy
File Reference:	3.5
Date Approved By Board of Regents:	October 14, 2003
Replaces Policy Approved On:	

Purpose:

Policy:

Northern New Mexico Community College is committed to equal employment opportunity and will strictly adhere to nondiscriminatory practices in employment of personnel. Decisions regarding recruitment, hiring, training and promotion will be made without regard to race, color, religion, national origin, physical or mental handicap, age, sex, ancestry, medical condition, or military involvement except when one of these criteria is a bona fide qualification for the position involved.

The President of Northern New Mexico Community College has overall responsibility for affirmative action. Responsibility and authority to direct the Affirmative Action Program is delegated to the Equal Employment Opportunity (EEO) Officer, who will report directly to the President on all Affirmative Action matters. The EEO Officer is assured full support in fulfilling his/her duties.

It is the responsibility of all supervisors to ensure compliance with the Affirmative Action Program, and to ensure that personnel under their department are thoroughly familiar with the intent and the provisions of the Affirmative Action Program. Additionally, it is every supervisor's responsibility to take action to prevent any form of harassment of employees, for any reason, whether race, color, religion, national origin, physical or mental handicap, age, sex, ancestry, medical condition, or military involvement.

(Reference is made in paragraph two to an EEO Officer, which position does not exist in AY 2003-04. The duties are now in the Office of the President.)

SIGNED: _____

DATE: 10-14-03

Procedures:

Cross Reference: