

Procedure: 2.1.1p. Statement of Equal Opportunity

Revised: March 10, 2020; January 5, 2018; May 17, 2016; September 6, 2012; February 1, 2007; June 1, 2006; January 17, 2001; and February 3, 1994.

Last Reviewed: April 10, 2023; September 6, 2022; September 9, 2020; and September 3, 2019.

Adopted: July 7, 1988.



I. PURPOSE

This procedure aims to implement the State Board Policy regarding Equal Opportunity. The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, age, religion, disability, political affiliation or belief, genetic information, disabled veterans, veterans of the Vietnam Era, spouses of military members, or citizenship status (except in those particular circumstances permitted or mandated by law). This nondiscrimination policy encompasses all Technical College-administered programs and programs financed by the federal government, including any Workforce Innovation and Opportunity Act (W.I.O.A.) Title I financed educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services. The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

All work and campus environments shall be free from unlawful discrimination, harassment, and retaliation. T.C.S.G. and the Technical Colleges are expected to promote the full realization of equal opportunity through affirmative and continuing practices as mandated by federal compliance guidelines.

II. RELATED AUTHORITY:

O.C.G.A. § 20-4-11 Powers of Board.
O.C.G.A. § 20-4-14 T.C.S.G. Established; Powers and Duties.
State Board Policy 2.1.1. - Statement of Equal Opportunity.
Title IX of the Educational Amendments of 1972.
Title VI and Title VII of the Civil Rights Act of 1964, as amended.
Age Discrimination in Employment Act of 1967, as amended.
Executive Order 11246, as amended.
Vietnam Era Veteran's Readjustment Act of 1974, as amended.
Section 504 of the Rehabilitation Act of 1973, as amended.
Americans with Disabilities Act of 1990, as amended.
Equal Pay Act of 1963.
Lilly Ledbetter Fair Pay Act of 2009.
Georgia Fair Employment Practices Act of 1978, as amended.
Immigration Reform and Control Act of 1986.

Genetic Information Nondiscrimination Act of 2008.
Workforce Innovation and Opportunity Act (W.I.O.A.) of
2014.

III. APPLICABILITY:

All work units and Technical Colleges are associated with the Technical College System of Georgia.

IV. DEFINITIONS: N/A

V. ATTACHMENTS: N/A

VI. PROCEDURE:

- A. Publications, advertisements, job announcements, and job and enrollment applications shall contain a statement of equal opportunity. They shall contain no explicit or implied indication of a preference for one class of people over another.
- B. Notices shall be conspicuously posted in public places at the System Office and in the Technical College buildings, informing job applicants and employees that the organization is an equal opportunity organization and advising students, applicants, and employees of their rights to notify an appropriate college official, local, state, or federal agency if they believe they have been subjected to unlawful discrimination.
- C. Prior to the beginning of each school year, the college is required to publish the Statement of Equal Opportunity in the local newspaper(s) in the college's service area with a statement that all vocational opportunities will be offered regardless of race, color, national origin, sex, age, or disability. In addition, the notice must include a summary of program offerings and admission criteria and the name, office address, and phone number of persons designated to coordinate compliance under Title IX and Section 504.
- D. Each college shall appoint individuals to function as Coordinators to ensure compliance with federal laws, including but not limited to Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, as amended, Title VI and Title VII of the Civil Rights Act of 1964, as amended. The names, locations, and contact information for these Coordinators will be widely published in materials/information distributed by colleges.
- E. Employees will be advised of the State Board Policy governing Equal Opportunity and required to acknowledge receipt.
- F. T.C.S.G. and each Technical College shall develop Affirmative Action Plans based on federal guidelines to ensure compliance with applicable mandates. Each is required to report and monitor Affirmative Action Plan data as directed by federal compliance guidelines.
- G. Inquiries concerning the administration of this procedure and other applicable complaint procedures may be addressed to any of the following offices or designated individuals:
 - TCSG Office of Human Resources
 - TCSG Office of Legal Services
 - Title IX Coordinators
 - Coordinators of College Disabilities
 - Office of Human Resources
 - College Veteran's Benefits Coordinators

VII. RECORD RETENTION:

All records about this procedure shall be maintained under the Georgia Records Retention schedule maintained by the Archives of the University System of Georgia. Employee acknowledgments shall be maintained in employees' official personnel files.