



LOUISIANA STATE UNIVERSITY IN SHREVEPORT

One University Place  
Shreveport, Louisiana 71115

Office of the Vice Chancellor for  
Administration and Finance  
(318) 797-5278

**POLICY STATEMENT**

**3 02.01**

**COORDINATED BY OFFICE OF BUSINESS AFFAIRS**

**EFFECTIVE OCTOBER 25, 1978**

**REVISED DECEMBER 31, 1992**

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**SUBJECT Affirmative Action and Equal Employment Opportunity**

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**I. PURPOSE**

To assure equal opportunity for all qualified persons without regard to race, color, religion, sex, national origin, age, physical or mental handicap, marital status, or disabled veteran's status or veteran of the Vietnam Era in the admission to, participation in, or employment in the programs and activities which the University operates. LSU Shreveport policy also prohibits sexual harassment in accordance with state and federal law and regulation. Additionally LSU Shreveport allows for sick leave use for maternity reasons and treats such requests in a manner similar to leave requests for any other temporary disability.

**II. DEFINITIONS**

- A. Affirmative Action. In its most general sense, the term "affirmative action" refers to the concept that discrimination can be eliminated when employers take positive steps to identify and change policies, practices, and any other institutional barriers that cause or perpetuate inequality. Affirmative action also refers to the detailed requirements of Executive Order 11246, Title V of the Rehabilitation Act of 1973, and Chapter 42 of the Vietnam Era Veterans' Readjustment Act of 1974, which mandate that Federal contractors undertake specific steps to insure that there is no discrimination with regard to employees and applicants for employment. It involves the systematic identification of sources of discrimination, the development of specific procedures to overcome discrimination, and the monitoring of the affirmative action program.

- B. Equal Opportunity. This includes equal employment plus the provision that no person shall, on the basis of race, color, religion, sex, national origin, handicap, marital status, or veteran's status be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
- C. Equal Employment Opportunity. EEO is a system of employment practices within an employing organization under which qualified individuals are not excluded from participation, advancement, or benefits because of race, color, religion, sex, national origin, age, handicap, marital status, or veteran's status. It is an employment system in which neither intentional nor unintentional discrimination operates. The purpose of affirmative action is to achieve equal employment opportunity.
- D. Equal Opportunity Laws and Regulations. Equal Opportunity is Federal law and State directive as well as being University policy. Basic laws protecting and regulating equal opportunity are:
1. Equal Pay Act of 1963 as amended by Public Law 92-318, 1972 prohibits unjustified pay differentials on the basis of sex in employment. The Act is enforced by the Wage and Hour Division of the U.S. Department of Labor.
  2. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the ground of race, color or national origin under any program activity or service receiving Federal financial assistance.
  3. Title VII of the Civil Rights Act of 1964 as amended by the Equal Employment Act of 1972 prohibits employment discrimination on the basis of race, color, religion, sex, or national origin.
- Age Discrimination in Employment Act of 1967 prohibits arbitrary employment discrimination against persons, age 40-65.
- Executive Order No. 11246 as amended by Executive Order No. 11375 creates the Office of Federal Contract Compliance Programs and prohibits discrimination in employment based on race, color, sex, religion, or national origin.

Revised Order #4 (41CFR60) 1971. Detailed guidance to Federal contractors in developing affirmative action programs and implementing Executive Order No. 11246.

Title IX of the Educational Amendments of 1972 prohibits discrimination on the basis of sex in any educational program or activity receiving Federal financial assistance.

Louisiana Executive Order No. 13, September 1972 directs each agency and department of the State Government to draw up and implement a plan of affirmative action to achieve equal employment opportunity.

Title V of the Rehabilitation Act of 1973 required Federal contractors or recipients of Federal assistance to eliminate discrimination and take affirmative action for handicapped persons.

Vietnam Era Veterans' Readjustment Assistance Act of 1974, Section 2012 prohibits job discrimination and requires affirmative action for Federal contractors to employ and advance in employment qualified Vietnam era veterans and qualified disabled veterans.

Development of an Affirmative Action Plan for Institutions of Higher Education, 1975 is a format developed by the Department of Labor as one approach to satisfying the requirements of Revised Order #4.

Civil Rights Act of 1991 - Public Law 102-166, 102d Congress amends the Civil Rights Act of 1964 to strengthen and improve Federal civil rights laws, providing for damages in cases of intentional employment discrimination and clarifies provisions regarding disparate impact actions.

The Americans with Disabilities Act of 1990, Title I and Title II prohibits employment discrimination against individuals with a disability.

### III. POLICY

Louisiana State University in Shreveport firmly supports equal employment as set forth in the above laws and regulations and as set forth in the University Affirmative Action/Equal Employment Opportunity plan. This policy will be administered without regard to race, color, religion, sex, age, national origin, physical or mental handicap, or a person's status as a disabled veteran or veteran of the Vietnam Era. LSU Shreveport's policy also prohibits sexual harassment in

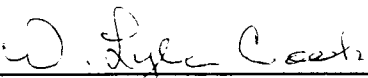
accordance with state and federal law and regulation. Additionally, the LSU Shreveport policy allows for maternity to be treated as any temporary disability and allows the use of sick leave for this purpose. Execution of this policy requires vigorous efforts to identify and attract women and minority group applicants who meet the qualification standards of LSU Shreveport and, where necessary, to maintain on file their applications in order to consider them with others as openings develop.

LSU Shreveport policy embraces equality of opportunity for all employees by affirming that LSU Shreveport will take affirmative action to ensure that all applicants receive fair consideration for employment and the employees are treated fairly during employment and in upgrading, demotion, transfer, promotion, recruitment, advertisement, layoffs, terminations, rates of pay or other forms of compensation, tenure, selection for training, and other employment practices. Fred Krieg, Director of Personnel and Equal Opportunity Officer, has been assigned the responsibility for implementing, continuing development, and monitoring of the Affirmative Action Program. Mr. Krieg is also responsible for designing and implementing audit and reporting systems that will:

1. Measure effectiveness of LSU Shreveport's Affirmative Action Program.
2. Provide indications of need for remedial action.
3. Determine the degree to which LSU Shreveport's goals and objectives have been attained.

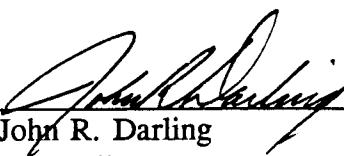
Full cooperation and assistance is expected. Questions regarding the Affirmative Action/EEO Policy or its implementation should discuss the matter with Fred Krieg in Personnel.

**AUTHORIZED**

  
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W. Lyle Cook  
Acting Vice Chancellor for Business Affairs

12/31/92  
Date

**APPROVED**

  
\_\_\_\_\_  
John R. Darling  
Chancellor

12/31/92  
Date