

Summary of Revised Affirmative Action Policy

Approved June 6, 1984

As a result of much hard work by the Affirmative Action DTF Policy Subcommittee, a revised Affirmative Action Policy has been approved by the Board of Trustees. The responsibility for implementation of this policy was delegated to the President of The Evergreen State College. Following are specific highlights of the policy. The complete policy is available in each unit and on reserve at the TESC college library.

WAC 174-109-100 Preamble (stated in full)

"It is the policy of the Board of Trustees of The Evergreen State College to provide equal opportunity to all employees, prospective employees, students and prospective students. Students and qualified student applicants shall have equal opportunity for admission to the college, and equal access to all academic programs, college services and facilities; employees and qualified applicants who meet the federal definition of protected groups, women and ethnic minorities, shall have equal employment opportunity under federal statutes and college policy. The college elects to extend equal employment opportunity to other groups and pledges not to discriminate against students or employees on the basis of national origin, religion, marital status, sexual preference, age, handicap or Vietnam era or disabled veteran status. The Board of Trustees pledges that they will provide adequate funding and resources necessary for implementation of this policy.

It is the responsibility of each and every member of the college community to ensure that this policy becomes a functional part of the daily activities of The Evergreen State College.

This policy shall form part of the college social contract, the faculty handbook, and all other contractual agreements governing employees, other members of the Evergreen community, and all groups and organizations who use campus facilities."

WAC 174-109-080 Goals and Timetables

"Evergreen is committed to achieving and maintaining a richly mixed multi-ethnic student body, faculty and staff. In order to assure our progress toward this end, the college establishes goals to measure achievement. Short-term goals measure our expectations while long-term goals measure our aspirations. A four-year cycle is established to measure short-term goals because it best includes the largest part of the Evergreen community.

The administrators of the college commit themselves to every possible effort to set short-term student and employment goals and meet those goals by June 30, 1988. In employment areas where goals of the previous affirmative action policy (3/5/76) have been met or exceeded, affirmative action participation will be maintained at or above those goals."

For specific data on short-term and long-term goals, please refer to the complete policy statement available in each unit or on reserve in the college library.

WAC 174-109-200 Education and Training of Campus Community

"Recognizing that prejudicial discriminatory attitudes and behavior are historically and systemically produced, this policy envisions sustained and multiple efforts to dispel them from the college community. All faculty and staff are expected to participate in regular college-sponsored programs to increase cross-cultural and interracial understanding and mutual tolerance between groups and individuals. Other interested members of the Evergreen community are welcome to attend these programs."

The rest of this section can be found in the complete policy statement.

WAC 174-109-400 Monitoring, Evaluation, and Improvement

"(5) All members of the Evergreen community are required to abide by the provisions of this policy as a condition of remaining a member of the community. Every Evergreen employee shall be evaluated with respect to performance obligations under this policy, as a regular part of the established annual evaluation process. In every case of a negative evaluation, the evaluation shall state what corrective action has been required. Subsequent evaluations shall specifically address the question of whether there has been improvement in the employee's performance in this regard. Continued negative evaluations shall constitute grounds for terminating the employee's membership in the Evergreen community. College officials shall report instances where a finding of probable cause that discrimination has occurred among students to the affirmative action officer and the campus adjudicator."

The following policies may be read in their entirety in the complete text of the revised Affirmative Action Policy:

WAC 174-109-030	Definitions (refer to complete copy)
WAC 174-109-040	Purpose
WAC 174-109-050	Responsibility for Implementation
WAC 174-109-060	Policy Dissemination
WAC 174-109-070	Hiring Procedures
WAC 174-109-080	Goals and Timetables
WAC 174-109-090	Corrective Employment
WAC 174-109-100	Other Policies
WAC 174-109-200	Education and Training of Campus Community
WAC 174-109-300	Academic Programs and Activities Policies
WAC 174-109-400	Monitoring, Evaluations and Improvement
WAC 174-109-500	Grievance Procedures

AFFIRMATIVE ACTION GRIEVANCE PROCEDURE

STEP 1

In all cases of alleged prejudicial treatment and/or retaliation, the conflicting parties attempt to resolve the issue on a one-to-one basis. This may include informal, confidential consultation with the Affirmative Action Officer.

STEP 2 INFORMAL RESOLUTION

Complainant contacts Affirmative Action Officer, who informs Respondent and Appointing Authority, Academic Dean, or Campus Adjudicator (for students). A Third Party Mediator is appointed and attempts resolution. Mediator sends a summary statement of informal mediation to disputants, Appointing Authority and Affirmative Action Committee (through the President). If there is no resolution, proceed to Step 3.

STEP 3 FORMAL COMPLAINT

1. Complainant files formal written complaint to Affirmative Action Office.
2. Affirmative Action Officer notifies principals.
3. Affirmative Action Officer gathers all information from all involved.
4. Affirmative Action Officer writes summary of deliberations and reviews it with principals.
5. Affirmative Action Officer meets with Appointing Authority and President for review.
6. Affirmative Action Officer writes report to include:
 - a. Summary of Deliberations.
 - b. Conclusion concerning probable cause or lack thereof.
 - c. A recommended remedy.
 - d. Advice about retaliation.

If probable cause exists, further action will occur:

STEP 4 ACTION WITHIN TEN WORKING DAYS

STUDENT

Campus Adjudicator will take action in accordance with established guidelines and precedent.

CLASSIFIED STAFF

Appointing Authority will take action based on HEPB rules.

FACULTY

Academic Dean and Provost will take action in accordance with Faculty Handbook guidelines.

EXEMPT STAFF

Appointing Authority takes action.