## Affirmative Action Policy

**Purpose:** Equal Opportunity for all employees and Applicants for Employment

**Policy:** The Regents of Western New Mexico University pledge full support and commitment to the University’s Affirmative Action Plan, which provides for equal employment opportunity for all employees and applicants for employment without regard to race, color, religion, sex, or national origin, pursuant to Executive Order 11246; disability, pursuant to the Rehabilitation Act of 1973, as amended; and veterans status, pursuant to the Vietnam Era Veterans’ Readjustment Act of 1974, as amended.

The University will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical or mental disability, or status as a special disabled veteran, veteran of the Vietnam era, recently separated veteran or other protected veteran in regard to any position for which the employee or applicant is qualified.

The University will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but is not limited to, the following: employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoffs, rates of pay or other forms of compensation, selection for training and termination of employment.

The University will take affirmative action to employ, advance in employment and otherwise treat qualified individuals with disabilities without discrimination based on their physical or mental disability in all employment practices including, but not limited to, the following: recruitment, hiring, promotion, demotion, transfer, rates of pay or other forms of compensation, job assignments, training, leaves of absence, fringe benefits, layoffs, and termination of employment.

The University will take affirmative action to employ, advance in employment and otherwise treat qualified individuals without discrimination based on their status as a special disabled veteran, veteran of the Vietnam era, recently separated veteran or other protected veteran in all employment practices including, but not limited to, the following: recruitment, hiring, promotion, demotion, transfer, rates of pay or other forms of compensation, job assignments, training, leaves of absence, fringe benefits, layoffs, and termination of employment.
The University will make reasonable accommodation for the religious practices and observances of employees and applicants for employment, in conformance with applicable law.

The University will also make reasonable accommodations for all qualified individuals with disabilities and disabled veterans, both applicants and employees, in conformance with applicable law.

The University has appointed an Officer for Affirmative Action and Equal Employment Opportunity Programs: Telephone number 575-538-6513. The mailing address for the AA/EEO Officer is: Western New Mexico University, P.O. Box 680, Silver City, New Mexico 88062.

The AA/EEO Officer reports directly to the President of the University on AA/EEO matters and is responsible for monitoring and reviewing the personnel actions and procedures to ensure that the Affirmative Action Programs and Equal Employment Opportunity policies and objectives are followed.

The University urges applicants for employment and employees who believe that they have been discriminated against, harassed or retaliated against for reporting unlawful discriminatory conduct or harassment to file a complaint with the Affirmative Action/Equal Employment Opportunity Officer:

1000 West College Avenue/P.O. Box 680, Silver City, NM 88061; Telephone Number 575-538-6513. The University has policies and procedures in place for reporting, investigating and resolving complaints by employees and applicants for employment of unlawful discrimination, harassment and retaliation.

Retaliation against applicants or employees who report unlawful discriminatory conduct, file a complaint, or cooperate in an investigation or resolution of a complaint of discrimination is prohibited.

All University employees need to be aware that discrimination, harassment and retaliation for reporting unlawful discriminatory conduct are prohibited. Employees who engage in such conduct will be subject to disciplinary action, up to and including termination of employment, in accordance with University policies.