

## **103-01 AFFIRMATIVE ACTION–PROCEDURE**

### **1. PURPOSE**

The College is committed to practicing affirmative action to assure the full participation of diversity at all levels.

### **2. PROCEDURE**

1. The Affirmative Action Officer is the Human Resources Director. The Affirmative Action Officer investigates discrimination complaints both internally and those referred by the Equal Opportunity Commission.
2. The Affirmative Action Officer assists in familiarizing supervisors with federal and state laws and regulations requiring reasonable accommodation for the disabled.

### **3. BACKGROUND**

1. References: Federal and State Laws and Regulations
2. Revision history: 10/14/2008, 03/11/2009
3. Legal review: 03/11/2009
4. Sponsor: Human Resources

Adopted by College Council: 03/11/2009

**COCONINO COMMUNITY COLLEGE**