



<b>Board Policy:</b> Affirmative Action, Equal Employment Opportunity	<b>Policy Number:</b> BP02: 03.040
<b>Article:</b> 2.) Governance and Administration <b>Section:</b> 3.) Human Resources	<b>Adopted by the BOT:</b> 11/08/1999 <b>Reviewed:</b>
<b>Applicable WAC/RCW:</b> <u>RCW 49.60.200</u>	Page 1 of 2

### **BP02: 03.040 Affirmative Action, Equal Employment Opportunity**

One of the core concepts upon which Cascadia College was founded is that the College values and is committed to creating a culture and environment that enhances and demonstrates the value of diversity. The College encourages full cooperation of its learners and its communities in providing equal opportunities and eliminating discrimination and harassment in all its forms. The College shall observe policies and practices regarding the admission and treatment of students; the recruitment, hiring and treatment of faculty, staff and administrators; and the operation of its activities and programs, which are in full compliance of nondiscrimination and civil rights laws and regulations.

Consistent with the College's mission and commitment to creating a culturally rich college community, the College will develop and implement a program of Affirmative Action. This program shall address under-representation in the following groups: American Indians/Alaskan Natives, Asians/Pacific Islanders, African Americans, Hispanics, women, persons age 40 and over, persons with disabilities, disabled veterans or Vietnam-era veterans. The program shall be administered under authority delegated by the Board of Trustees to the President.

The program shall provide for equal employment opportunity, non-discrimination, administration of personnel actions such as compensation, benefits, transfers, layoffs, return from layoff, company sponsored training, education, tuition assistance, social and recreation programs without regard to race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam-era veteran.

To assure attainment of these goals, each administrative officer of Cascadia College shall undertake personally to lead in establishing, implementing, and maintaining a positive Affirmative Action Program designed to promote equity and opportunity. The Human Resources Director has been appointed as the College's Chief Affirmative Action Officer. It shall be her responsibility to monitor actions related to Equal Employment Opportunity, Affirmative Action, and campus diversity. The Director may be contacted at Cascadia College, 18345 Campus Way N.E., Bothell, WA 98011, (425) 352-8262.

The President of Cascadia College affirms a commitment to the statements contained in this policy and, in the spirit of open communication, shall distribute copies of this and all future Affirmative Action policy to all College employees.

## **RCW 49.60.200: Unfair practices of Employment Agencies**

It is an unfair practice for any employment agency to fail or refuse to classify properly or refer for employment, or otherwise to discriminate against, an individual because of age, sex, marital status, sexual orientation, race, creed, color, national origin, citizenship or immigration status, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, or to print or circulate, or cause to be printed or circulated any statement, advertisement, or publication, or to use any form of application for employment, or to make any inquiry in connection with prospective employment, which expresses any limitation, specification or discrimination as to age, sex, race, sexual orientation, creed, color, or national origin, citizenship or immigration status, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, or any intent to make any such limitation, specification, or discrimination, unless based upon a bona fide occupational qualification: PROVIDED, Nothing contained herein shall prohibit advertising in a foreign language.

[ [2020 c 52 § 12](#); [2007 c 187 § 11](#); [2006 c 4 § 12](#); [1997 c 271 § 12](#); [1993 c 510 § 14](#); [1973 1st ex.s. c 214 § 9](#); [1973 c 141 § 12](#); [1971 ex.s. c 81 § 5](#); [1961 c 100 § 3](#); [1957 c 37 § 11](#). Prior: 1949 c 183 § 7, part; Rem. Supp. 1949 § 7614-26, part.]