

DEPAUL UNIVERSITY



Affirmative Action Plan

Category: Presidential

Responsible Office: Office of Institutional Diversity and Equity

Responsible University Official: Vice President, OIDE

Effective Date: 03/09/2021

Policy Summary

DePaul University is fully committed to principles of equal employment opportunity and affirmative action. All managers and supervisors will take an active part in ensuring EEO guidelines are maintained and that all qualified employees and prospective employees are considered and treated in a nondiscriminatory manner concerning all employment decisions.

Scope

Entire University Community

Policy

DePaul University is a federal contractor that engages in affirmative action planning in the areas of recruitment and retention of its employees in accordance with the requirements of Executive Order 11246, Section 503 of the Rehabilitation Act of 1973, and the affirmative action provisions of the Vietnam Era Veterans' Readjustment Assistance Act. Pursuant to these requirements, DePaul University develops an annual Affirmative Action Plan (the AAP). The AAP requirements also align with DePaul University's mission as a Vincentian, Catholic, and urban university, and our efforts to create a diverse and inclusive workforce.

Other University Related Policies

- Anti-Discrimination and Anti-Harassment Policy
<https://offices.depaul.edu/secretary/policies-procedures/policies/Documents/Anti-Discrimination%20and%20Anti-Harassment%20Policy%20and%20Procedures.pdf>
- Staffing and Selection of Full-Time, Part-Time, and Temporary Staff Positions
<https://offices.depaul.edu/secretary/policies-procedures/policies/Documents/Staffing%20and%20Selection%20of%20Full-Time%20Part-Time%20and%20Temporary%20Staff%20Positions.pdf>
- Accommodation Policy; Disability and Pregnancy

<https://offices.depaul.edu/secretary/policies-procedures/policies/Documents/Accommodation%20Policy.pdf>

- Reporting Misconduct and Non-Retaliation Policy
<https://offices.depaul.edu/secretary/policies-procedures/policies/Documents/Reporting%20Misconduct%20and%20Non-Retaliation%20Policy.pdf>

Procedures

DePaul University completes an annual AAP report. The AAP report analyzes the university's workforce in order to identify and take steps to remove barriers that might prohibit women, minorities, individuals with disabilities, and covered veterans, as defined by the Vietnam Era Veterans Readjustment Assistance Act, from receiving equal employment opportunities.

OIDE Responsibilities

OIDE is responsible for overseeing the data collection, the analyses, and the preparation of the AAP report. This is done with university partners to include Human Resources, Academic Affairs, Institutional Research and Market Analytics (IRMA), the Office of the General Counsel, and Information Systems.

The Office of Institutional Diversity and Equity, in partnership with various university offices and departments, is responsible for ensuring compliance with affirmative action regulations. The University does this by:

- the developing of annual affirmative action plans;
- the monitoring of policies and guidelines;
- the promotion of equal opportunity programs and policies, including complaint resolution processes;
- the internal review of personnel actions (hiring, promotions, separations, compensation); and
- by training and consultation with search committees and other relevant parties.

The Affirmative Action Officer (VP of OIDE) has been assigned responsibility for periodically reviewing progress in the compliance and implementation of affirmative action policy.

Divisional Collaborations

- Institutional Research and Market Analytics
- Human Resources
- Academic Affairs
- Information Services: HRIS
- The Office of the General Counsel

Contact Information

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Appendices

None

History/Revision Dates

Origination Date: 03/09/2021

Last Amended Date: N/A

Next Review Date: N/A