

UNIVERSITY OF MASSACHUSETTS LOWELL  
Lowell, Massachusetts 01854

Office of the Chancellor

October 1, 2009

ADMINISTRATIVE ANNOUNCEMENT NO. 3  
**POLICY ON EQUAL OPPORTUNITY**

***“Let us embrace the notion that there is strength in diversity!”***

*Chancellor Marty Meehan  
“Diversity in Motion – Building Bridges” address  
July 2009*

**That strength is based on the understanding that we are inclusive in how we relate to one another and how we value one another’s contribution to the working, learning and living environment. We cultivate inclusion by recognizing the contributions that others bring to the table. The following reaffirmation of certain principles is helpful. However, as you review them, consider that inclusion is much broader than laws and requires continued, purposeful effort.**

**Treatment**

Our image and outstanding service are enhanced when our employment decisions and academic practices are fair. In this way, we acknowledge the worth and value of the individuals in the University community, and uphold Title VII of the Civil Rights Act and Massachusetts General Law Chapter 151B. University policies reflect these non-discrimination and anti-harassment laws. Such factors as race, color, religion, disability, age, gender, sexual orientation, ancestry, national origin, marital or veteran status, and genetic information may not be considered factors in any academic or personnel decisions. Family caregivers are not a protected class, but employers may not discriminate against those in a protected class with family care-giving responsibilities as related to hiring, employment, and evaluation decisions. As a public institution in Massachusetts, anti-discrimination protection also extends to people with mental illness and those who serve in the Reserve or National Guard components of the military. Transgendered individuals are also protected from sex and disability discrimination under state law. Disparate treatment, bullying or harassing of members of the University community based on these differences or membership in protected categories is a violation of law and University policy and will not be tolerated at UMass Lowell. These provisions also apply to members of the public who visit the campus. Those who direct the work of others are expected to monitor public accommodations and report any concerns as indicated below.

**Workforce Diversification in Hiring and Employment**

It is especially important to adhere to fair hiring and employment hiring practices. Both have a direct effect on our ability to increase diversity in our workforce. Our recruitment and outreach activities directed to underrepresented minorities are tools that may provide diverse hiring applicant pools.

**As an institution, we have workforce diversification outlined in our annual Affirmative Action Plan. We report annually to the Board of Trustees on our progress toward those goals. We continue to improve our recruiting practices, incorporating changes to reflect best practices in attaining diversity in higher education. As a result of conducting procedurally sound, equitable searches, progress will be made consistent with our goals. I encourage you to bear this in mind as you conduct recruitment efforts.**

**Principals of fairness and equity also apply to all employment decisions such as promotion and evaluation. We can be successful in retaining a diverse workforce when we recognize that these actions have a significant impact on retention and on the advancement of individual careers.**

The EOO staff may be contacted if you wish to inspect the Affirmative Action Plan. Additional information is available at [www.uml.edu/equal](http://www.uml.edu/equal).

### **Reporting Requirements**

**Employers are required to review all concerns related to suspected discrimination or inappropriate behavior:** Any member of the campus community should contact *Equal Opportunity & Outreach (EOO) for any assistance regarding complaints of discrimination or for other concerns addressed in this announcement: Cumnock Hall C-4, UML North, 978-934-3565*. These matters will be responded to with prompt concern to facilitate resolution. We each have the right to raise concerns about discrimination or harassment. We also understand that any attempt to retaliate against anyone who raises, participates in, or conducts a review of such confidential matters is also prohibited. Complaints may also be filed with external agencies as indicated at [www.uml.edu/equal](http://www.uml.edu/equal).

Administrators, faculty, and staff who direct the work of others, including students, have additional responsibilities under state law. In addition to upholding the policies they are **also required to report** inappropriate behavior/possible discrimination to Equal Opportunity and Outreach. Supervisors who fail to report such potential violations can be regarded as aiders and abettors if they fail to take steps to prevent the behavior.

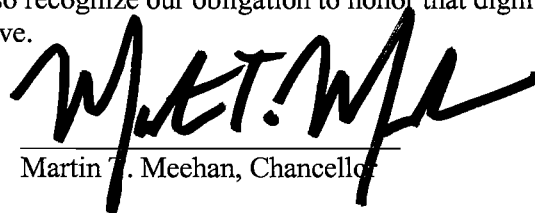
### **Participation in Diversity Education**

Web-based diversity education continues to be available at [www.uml.edu/equal](http://www.uml.edu/equal). New employees are encouraged to complete this experience within a year of appointment to their positions. Those with supervisory responsibilities over others are expected to participate within 2 years of appointment to such a position, irrespective of when they may have joined the University.

### **Shared Accountability**

As representatives of the University, we are all responsible to maintain a welcoming climate built on mutual respect. Whether in working or learning environments, we are all accountable. It is my expectation that administrators have goals that correspond to our diversity initiatives and will report on their progress in achieving these goals. It is my strong desire that all members of the UMass Lowell community demonstrate civility and dignity when relating to one another and to guests.

When we consider our role as an institution of education which advances the human condition, we recognize the inherent dignity of that condition. We also recognize our obligation to honor that dignity and to reflect the composition of the global community we serve.



Martin T. Meehan, Chancellor