



Title: Equal Employment Opportunity Policy
Effective Date: March 31, 2025
Issuing Authority: Senior Vice President for Administration and Finance
Policy Contact: Associate Vice President for Human Resources, hr@mercer.edu, 478-301-2786
Associate Vice President for Equity and Compliance, 478-301-2788

Purpose

Mercer University is committed to maintaining an environment where all applicants for employment and employees have equal access to employment opportunities based on merit, without fear of discrimination or harassment on the basis of race, color, national or ethnic origin, disability, marital status, veteran status, sex (including pregnancy, child birth or a medical condition related to pregnancy or childbirth), sexual orientation, gender identity, gender expression, genetic information, age, or religion (except in limited circumstances where religious preference is permitted by law), or any other protected status or characteristic as defined by law. Mercer University will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship.

Scope

This policy applies to all employees and applicants for employment of Mercer University, covering all terms and conditions of employment, including but not limited to hiring, placement, promotion, termination, demotion, transfer, leaves of absence, compensation, and training programs.

Exclusions

None

Definitions

As used in this policy, the following term(s) have the meaning specified below:

Applicant: any individual who submits an expression of interest in employment by completing an application for a particular position through the Mercer Careers website.

Employee any faculty (including, but not limited to, regular, visiting, or adjunct), any individual who has an appointment at the University, and all regular and temporary staff.

Policy Statement

As a federal contractor, Mercer University is subject to Section 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, and Section 503 of the Rehabilitation Act of 1973, as amended. As such, Mercer has adopted this policy and an action-oriented program in accordance with applicable legal requirements. This program is reviewed and updated annually or in accordance with changes in applicable law. The non-confidential narrative portions of the program are available for inspection upon request by any employee or applicant for employment by request to the Human Resources Office and may be viewed by appointment between the hours of 9:00 a.m. to 5:00 p.m.

To ensure the University's commitment to equal opportunity employment, Mercer University maintains an audit and reporting system to determine overall compliance with its equal employment opportunity mandates and to respond to any specific complaints applicants or employees file with Mercer University's Office of Equity and Compliance. The Associate Vice President for Human Resources serves as the Equal Opportunity Officer with the full support of Mercer University's President. The Associate Vice President for Human Resources, in coordination with the Associate Vice President for Equity and Compliance, is responsible for monitoring and coordinating compliance with applicable laws and regulations, including but not limited to, Titles VI and VII of the Civil Rights Act of 1964, Sections 503 and 504 of the Rehabilitation Act, the Americans with Disabilities Act, the ADA Amendments Act of 2008 (ADAAA), the Age Discrimination in Employment Act, and Title IX of the Education Amendments of 1972.

Any applicant or employee with questions or concerns about any type of discrimination or harassment in the workplace or application process is encouraged to bring these issues to the attention of the Associate Vice President for Equity and Compliance/Title IX Coordinator or the Equal Employment Opportunity Commission. University policy prohibits retaliation against any employee or applicant for bringing a complaint of discrimination or harassment. Prohibited retaliation includes harassment, intimidation, threats, coercion or discrimination because an employee or applicant: (1) files a complaint of discrimination or harassment; (2) participates in an investigation or proceeding related to a complaint of discrimination or harassment; (3) opposes any act made unlawful by the applicable laws set forth above; or (4) exercises any other rights protected by the applicable laws set forth above.

Additional Resources

1. Americans with Disabilities Act Policy: <https://policies.mercer.edu/americans-with-disabilities/>
2. Non-Discrimination and Anti-Harassment Policy: <https://policies.mercer.edu/non-discrimination-and-anti-harassment/>
3. Sexual Misconduct Policy: <https://policies.mercer.edu/sexual-misconduct/>