



# University of New Haven

## *Human Resources Policy / Procedure*

<b>Policy / Procedure Title</b>	<b>Applicability / Scope</b>	<b>Purpose</b>	<b>Effective Date</b>	<b>Responsible Party</b>	<b>Pages</b>
Affirmative Action, Diversity & ADA Policy & Procedure	All Employees	Provide an overview of the University's commitment to the practice of affirmative action, diversity and inclusion, and ADA	7/1/24	Vice President Human Resources & Organizational Development	2

The University of New Haven (the "University") is committed to achieving a diverse and pluralistic community, which reflects the multiracial and culturally diverse society in the United States, through strict non-discrimination in all its employment practices. This includes the commitment to be proactive in the continuing effort to diversify the faculty, staff, and the student body at the University. The University will base employment decisions to further the principles of equal employment opportunity.

It is the University's goal to hire the most qualified individual for every position within the University. The University is committed to making employment decisions which are solely based on the individuals' qualifications, abilities, skills, and experience and affirmatively seeks to attract persons with diverse backgrounds. The University will therefore recruit, hire, train, and promote persons in all job titles without regard to the individual's race, color, disability, religion, gender, gender identity or expression, national origin, ancestry, age, sexual orientation, marital status, genetic information, veteran status, or any other criteria protected by law.

In addition, the University will ensure that all employment related decisions such as compensation, benefits, transfers, layoffs, return from layoff, University-sponsored training, education, tuition assistance, and social and recreational programs will be administered in accordance with the principles of equal employment opportunity.

The commitment to Affirmative Action includes proactively continuing efforts to diversify the faculty, staff, and the student body at the University.

The University supports the language and intent of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination in employment against

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*This document is a summary of a University policy, procedure and/or guideline. All policies, procedures and/or guidelines described herein may be modified or discontinued at any time, for any reason at the University's full and sole discretion. No policy, procedure and/or guideline should be construed as a contract or term or condition of employment between an employee and the University. This policy/procedure is not intended to alter or modify any of the terms of any collective bargaining agreement or the Faculty Handbook.*

otherwise qualified individuals based on disability. The ADA requires that employers provide reasonable accommodation to qualified applicants and employees unless the University can demonstrate that doing so creates an undue hardship or poses a threat to the safety of other employees.

Requests for reasonable accommodation under ADA should be made to the Human Resources Department. A member of the Human Resources team will evaluate the request and collaborate with the employee and applicable manager to determine whether the request can be reasonably accommodated. The Accommodation Request form can be found on the HR intranet site and the costs associated with the accommodation will be borne by the employees' department.

In addition, The University will also make every effort to reasonably accommodate an employee's religious beliefs and practices, unless doing so provides an undue hardship to the University.

This policy and the University's nondiscrimination commitment extend to access to and employment at the University. Inquiries regarding affirmative action, equal opportunity, and discrimination may be directed to the Vice President of Human Resources & Organizational Development, The University of New Haven, 300 Boston Post Road, West Haven, CT 06516; 203.932.7040.