

BOARD MEETING DATE: AUGUST 19, 2025

ITEM NO: IX – A

RECOMMEND THAT the District Board of Trustees of North Florida College approve the following changes to the Policy Manual. These are non-substantive, minor procedural or organizational changes that will not affect or alter the meaning or intent of the policy as written in anyway:

See Attached Sheet

THIS RECOMMENDATION will update College Policy and provide written verification to ensure that Policy consistency is maintained.

NORTH FLORIDA COLLEGE POLICY MANUAL

Title: **Equal Employment Opportunity** **Number:** 4.00

Authority: Title VII of the Civil Rights Act of 1964; Title IX of the Educational Amendments Act of 1972; EOC Genetic Information Act of 2008 (GINA). Florida Statute 760.10; 1000.05 1001.64; SBE Administrative Rules 6A-14-0287; 6A-14.0247;

Date Adopted: 1998

Date Revised: September 15, 2015

OPR: Employee Services

POLICY:

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at North Florida College will be based on merit, qualifications, and abilities. North Florida College does not discriminate in employment opportunities or practices on the basis of race, ethnicity, color, religion, sex, national origin, ~~gender~~, age, disability, pregnancy, marital status, genetic information or any other characteristic protected by law.

North Florida College will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. Initial and continuing notification of this policy and the identification, location, address and phone number of the Equity Coordinator will be provided by various means which will include handbooks, postings, and on the Intranet.

Any employees with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of his/her immediate supervisor or the Employee Services Officer. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including, termination of employment.

Any individual who believes he/she has been discriminated against or has been harassed by an employee, student, or other third party is encouraged to use the Complaint/Grievance Procedure. The right to confidentiality, both of the complainant and of the accused, will be respected, consistent with the Board's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

Complaints filed with the Equity Coordinator should be forwarded to:

~~Equity Coordinator~~ Civil Rights Compliance Officer, North Florida College, 325 NW
Turner

Davis Drive, Madison, FL 32340 Telephone Number: 850-973-9481