

Polk State College Procedure

Subject	Reference	Date	Number
Equal Opportunity/Equity and Access	Rule 1.05	12/4/2018	6052

I. Purpose

The purpose of this procedure is to advise that Polk State College has the responsibility of providing equal opportunity/equity and access. The method to notify this responsibility is carried out as follows:

- A. Notification to the College community and the College's service area declaring the College's commitment to Equal Opportunity/Equity and Access and the identity and location of the College's Director of Equity, Diversity, and Inclusion. Notification shall include, but not be limited to, a statement putting a reader on notice that Polk State College is committed to and encourages equal opportunity/equity/access for its programs, services, and employment.
- B. Annual written report to the State Board of Education describing the College's performance in complying with federal and state guidelines. Periodic meetings with President's Staff to discuss and provide feedback on the progress made regarding noted outcomes within the Florida Educational Equity Act report and update.

II. Procedure/Responsibility

- A. All major College promotional materials intended for external distribution will include the College's Equal Access/Equal Opportunity (EA/EO) statement. All College job postings and advertisements will contain language that indicates that Polk State College is an equal access/equal opportunity employer.
- B. The following administrators are responsible for providing information necessary to complete official reports for equity and access to the Director of Equity, Diversity, and Inclusion:

Vice President for Administration/CFO
Provost/Vice President for Academic Affairs
Vice President for Student Services
District Vice President Institutional Advancement/Executive Director
Foundation

III. Equal Access/Equal Opportunity Statement

Polk State College is an equal access/equal opportunity institution committed to excellence through diversity in education and employment. The College complies with all state and federal laws granting rights to students, employees, and applicants for employment or admission to the College.

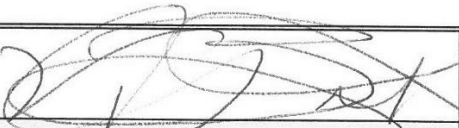

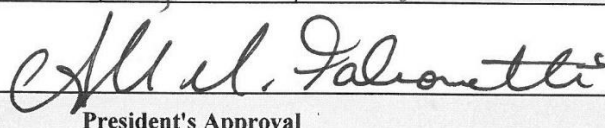
The following is our continuous non-discrimination statement:

Polk State College does not discriminate on the basis of race, color, national origin, ethnicity, sex, age, religion, sexual orientation, marital status, veteran status, genetic information, disability, or pregnancy in its programs, activities, or employment. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Valparisa Baker
Director, Equity, Diversity, and Inclusion (Title IX Coordinator)
999 Avenue H NE
Winter Haven, FL 33881-4299
Office: WAD 227
863.292.3602 Ext. 5378
vbaker@polk.edu
polk.edu/equity

History

Adopted: March 1989
Revised: January 15, 1997; May 23, 2006; June 17, 2008; March 15, 2016;
December 4, 2018

	12/12/18		12/12/18
Executive Responsible for Procedure	Date	President's Staff Member's Approval	Date
			12/14/18
President's Approval			Date