**Section 1070.502 Affirmative Action**

a) Every college, university, governing board, and coordinating board should assign priority to affirmative action as an institutional objective. Accordingly, the chief administrative officer should actively and positively promote affirmative action in all practices and policies regarding employment, enrollment, and the allocation of resources.

b) Every institution, agency and board should assume the initiative for public accountability regarding its own affirmative action commitments and:

1) Develop a written affirmative action plan;

2) Complete EEO-6 federal compliance reports of employee data for submission to the federal government and to the Board of Higher Education;

3) Publicly report annually on progress made in implementation of affirmative action plans and goals.

c) Each institution, agency, and board should if they have not already done so, develop an internal system of equitable grievance procedures for all employees, including a widely circulated policy and procedural statement.

d) Each institution, agency, and board should develop a written policy, if one does not already exist, that states explicit salary and promotion criteria and a written policy that sets forth procedures to be followed in search recruitment, and hiring practices.

e) To eliminate salary and promotion inequities, every institution, agency, and board should, if they have not already done so, initiate biennial salary, rank and title analyses studies and biennial salary and promotion equalization programs for all classifications of employees.

f) In instances where it is not a current policy all colleges and universities should provide on-campus advertising of all employment opportunities (faculty, administrative, nonacademic) in campus print media, and, correspondingly, see that complete descriptions of those positions are available for reference in specified offices.

g) The Board of Higher Education will assume leadership in the assignment of a task force to review all aspects of the University Civil Service System and their effect on affirmative action. In the interim, the University Civil Service System should establish rules and procedures to eliminate stereotyping by race or sex in interviewing and employment assignments and eliminate all sex-identifiers in job titles.