

**Article V:** Human Resources

**Section A:** Hiring

**Policy 010:** Employment Practices and Equal Employment Opportunity

**V.A.010:** RCC strictly adheres to the principles embodied in all Oregon and Federal Civil Rights laws pertaining to equal employment, and non-discrimination laws, including but not limited to Title VII of the Civil Rights Act of 1964, The Americans with Disabilities Act of 1990, The Americans with Disabilities Act Amendments Acts of 2008, the Equal Pay Act of 1963, the Fair Pay Act of 2009, the Genetic Information Non-Discrimination Act, the Age Discrimination in Employment Act of 1967, and Under State Protected Classes per ORS Chapters 659A and 654.

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**Policy 020:** Affirmative Action

**V.A.020:** The Board directs strict adherence to the principles embodied in Oregon and f federal “Affirmative Action” legislation. The College shall take affirmative action to recruit and to employ members of protected groups. Under Federal Executive Order 11246 as amended, protected minority groups are defined as African Americans, Asian Americans, Hispanic Americans and Native Americans. Women are also designated as a protected group. The protected groups are those groups of persons who have historically been most disadvantaged by discriminatory practices formerly sanctioned by law. Affirmative employment efforts are also required for disabled veterans, veterans of the Vietnam era and for disabled persons.

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**Policy 030:** Promotions and Recruitment

**V.A.030:** RCC is committed to providing opportunities for promotion and advancement of all current employees. Where public announcements and recruitment are appropriate, the College will recruit widely in order to obtain a large and diverse group of outstanding applicants.

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**Policy 040:** Background Checks

**V.A.040:** RCC will conduct criminal background checks on all newly hired employees. In addition, the College may conduct criminal background checks on volunteers and current employees moving into a position that will be handling money, issued RCC purchasing/credit cards, having direct unsupervised contact with minors under the age of 18 or persons with developmental disabilities, working with data-sensitive information and/or working in security-sensitive positions such as information technology positions and any position issued master keys to college facilities. The College may conduct other types of background checks as appropriate to the position, including but not limited to: DMV records checks, education checks, reference checks, and social security number checks.