

## **Title 8: Education – Institutions of Higher Learning**

### **Part 8: Personnel**

#### **Chapter 1**

##### **801.01 EQUAL EMPLOYMENT OPPORTUNITY COMMISSION AND AFFIRMATIVE ACTION STATEMENT**

The Board shall administer its policies and programs without regard for race, age, sex, religion, national origin, handicapped, or veteran status. The Board has been and remains committed to the maintenance of equal opportunity for all people. Affirmative Action shall be taken to ensure that the Board does not discriminate in any aspect of employment including advertisement, recruitment, selection, promotion, demotion, transfer, compensation, and selection for training.

Students are also assured that access to educational opportunities, financial assistance, and social and recreational programs will be free from discrimination.

(BT Minutes, 9/90; 1/98)

##### **801.02 NONDISCRIMINATION OF DISABLED INDIVIDUALS**

No otherwise qualified individual with a disability as defined in [29 USCS Section 706(8)], shall, solely by reason of his\her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Institutions governed by the Board of Trustees of Institutions of Higher Learning shall promulgate such directives and regulations as may be necessary to carry out this policy.

(BT Minutes, 6/91; 1/98)

##### **801.03 EMPLOYMENT OF RELATIVES**

A. No individual shall be employed in a department or unit under the supervision of a relative who has or may have a direct effect on the individual's progress, performance or welfare.

B. For the purpose of this policy, relatives are defined as husbands, wives, parents and children, brothers, sisters, and any in-laws of any of the foregoing within the third degree.

C. This section does not apply to any employee who shall have been in said

Department or institution prior to the time his or her kinsman, within the third degree, became the head of said department or institution or member of the board of trustees.

Miss. Code Ann., §25-1-53, as amended

- D. An employee who falls within (C) shall have all matters dealing with the individual's progress, performance, welfare, assignment, salary, tenure or promotion decided by the next highest administrative officer upon approval of the Board.

(BT Minutes, 10/90; 1/98)

#### **801.05 FAIR LABOR STANDARDS ACT**

The policy of the Board requires that the institutions under its direction abide by the provisions of the Fair Labor Standards Act which address the definition of exempt and non-exempt personnel and the handling of overtime hours worked by non-exempt personnel. Provisions of the Fair Labor Standards Act shall be on file within each institution's personnel department.

(BT Minutes, 9/90; 1/98; 11/2005)

#### **801.06 HIRING PROCEDURES**

The Board requires that each institution develop, maintain, and follow written employment and/or hiring procedures for both faculty and staff. Such procedures shall conform to all applicable state and federal laws and shall be on file within each institution's human resources department.

(BT Minutes, 9/90; 1/98; 11/2005; 3/2008)

### **Chapter 2**

#### **801.14 POLICY AGAINST SEXUAL HARASSMENT**

IHL seeks to foster an atmosphere of respect and dignity for all members of the IHL community. To this end, IHL is committed to maintaining a work and learning environment free of sexual harassment. It shall be the policy of this Board to prevent sexual harassment and that allegations of sexual harassment at

its Board offices and the governed institutions are promptly and appropriately addressed. Accordingly, the IHL Board offices and each of the governed institutions shall maintain and disseminate or otherwise publicize, a sexual harassment policy and procedure.

(BT Minutes, 11/2001; 11/2005)