



Medical College of Georgia
Academic, Research, and
Student Affairs
Policy Library

Policy 3.02

Volume 3 AA/EEO
Chapter 2 Gender
Discrimination Policy
Responsible Office: AA/EEO
Originally issued: 1/2/1998
Revised: 2/15/05

**Gender Discrimination
Policy**

Policy Statement

The Medical College of Georgia prohibits the use of gender preference in all employment practices, including advertising, recruiting, hiring, salary determination, leaves of absence, and retirement.

This policy applies to all units of the Medical College of Georgia and at all times.

Reason For Policy

State and federal laws exist to prevent job discrimination based on gender. This policy is in compliance with all state and federal laws, rules, orders and regulations regarding gender discrimination, and complies with federal laws affecting discrimination when conflicts occur with state or local laws.

Entities Affected By This Policy

All units of the Medical College of Georgia are covered by this policy.

Who Should Read This Policy

All employees of the Medical College of Georgia should be aware of this policy. All employees who are involved with hiring other employees must be aware of and follow this policy.

Contacts

Contact	Phone	e-mail/URL
Director AA/EEO Office	706-721-7782, CJ 2117	sowalker@mcg.edu
AA/EEO Specialist	706-721-7782, CJ 2117	eeo@mcg.edu http://www.mcg.edu/aaceo/staff.htm

Website Address For This Policy

<http://www.mcg.edu/aaffairs/policies/pdfs/p302.pdf>

Related Documents

14th Amendment Civil Rights Act 1964, Executive Order 11246

Overview

The use of gender preference in all employment practices of the Medical College of Georgia is prohibited. The institution strictly adheres to this formal policy and practices equal employment opportunity measures for both sexes.

This policy is in compliance with all state and federal laws, rules, orders and regulations regarding gender discrimination, and complies with federal laws affecting discrimination when conflicts occur with state or local laws.

Process/Procedures

Hiring Practices

The Medical College of Georgia prohibits the use of gender preference when advertising for, recruiting, and hiring new employees. No positions exist at the Medical College of Georgia with any *bona fide* occupational requirements based on gender. There are, however, positions with job-related, physical qualifications as pre-requisites; these pre-requisites are not gender-based nor are they utilized to provide a basis for discriminating against applicants of a particular sex. Marital and parental statuses are not factors in employment or in consideration of employment at the Medical College of Georgia.

Leave of Absence

All institutional policies regarding leave of absence apply equally to all employees regardless of gender. Employees availing themselves of sick leave incidental to pregnancy or childbirth are permitted to work as long as verified medically by a competent medical authority, and they can return to work using the same standard. No mandatory time limits exist for such leave. Employees using sick leave incidental to pregnancy or childbirth are reinstated at such time as they are medically certified to return to work in their regular position. The institution's policies do not permit penalties on reinstatement.

Retirement

Retirement benefits are offered to all employees without regard to gender.

Salaries

Salaries are determined without regard to gender.

Complaints

Those employees who feel that they have been discriminated against on the basis of gender should contact the AA/EEO office immediately.

Responsibilities

The responsibilities each party has in connection with ARSA Policy 3.02, Gender Discrimination Policy, are:

Director AA/EEO Office	To ensure that gender discrimination does not exist at the Medical College of Georgia
AA/EEO Specialist	To ensure that gender discrimination does not exist at the Medical College of Georgia