1. PURPOSE

The University of Houston System is committed to the development, implementation, and maintenance of viable affirmative action plans and programs which are in compliance with applicable state and federal laws.

2. POLICY

Each component university will be responsible for the development, implementation, and administration of comprehensive affirmative action plans for all faculty and staff employment, regardless of the source of funding. These affirmative action plans and programs will be developed in accordance with federal and state compliance standards and will include steps to recruit, hire, train, promote, and retain qualified personnel in all protected classes at all levels of the component university.

Each component university plan will further include documentation of the recruitment channels utilized in order to ensure that protected classes are provided equal opportunity in the application process for employment. Each component university plan will also include procedures for monitoring and documenting employment decisions which are based on applicant qualifications, and not on subjective or otherwise unrelated criteria.
3. REVIEW AND RESPONSIBILITY

Responsible Party:  Associate Vice Chancellor for Legal Affairs and General Counsel

Review:  Every three years, on or before August 31

4. APPROVAL

Approved:  Dona G. Hamilton

Vice Chancellor for Legal Affairs and General Counsel

Jay Gogue

Chancellor

Date:  April 25, 2005

5. INDEXING TERMS

Affirmative Action
Equal Employment Opportunity

REVISION LOG

<table>
<thead>
<tr>
<th>Revision Number</th>
<th>Approval Date</th>
<th>Description of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>09/04/1990</td>
<td>Initial edition</td>
</tr>
<tr>
<td>2</td>
<td>04/15/2003</td>
<td>Revised Section 1 to include compliance with applicable state and federal laws. Added “train” and “retain” to Section 2.</td>
</tr>
<tr>
<td>3</td>
<td>06/01/2008</td>
<td>Applied revised SAM template to meet current documentation standards. Changed the responsible party from Vice Chancellor for Administration and Finance to Associate Vice Chancellor for Legal Affairs. Changed review period from odd numbered years on or before August 31&quot; to every three years on or before August 31&quot;. Added Vice Chancellor for Legal Affairs to approval process</td>
</tr>
<tr>
<td>4</td>
<td>TBD</td>
<td>Applied revised SAM template and added new Revision Log.</td>
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</tbody>
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