

**Coast Community College District**  
**BOARD POLICY**  
Chapter 3  
General Institution

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**BP 3420 Equal Employment Opportunity**

**References:**

Education Code Sections 87100 et seq.;  
Title 5, Sections 53000, et seq.;  
42 U.S. Code Sections 2000d et seq. (Title VI);  
42 U.S. Code Sections 2000e et seq. (Title VII);  
20 U.S. Code Sections 1681 et seq. (Title IX);  
Executive Order 11246, as amended by Executive Order 11235;  
BP 7100 Commitment to Diversity;  
BP 3410 Prohibition of Discrimination and Harassment

The Board supports the intent set forth by the California Legislature to assure a climate of acceptance, with the inclusion of faculty and staff from a wide variety of backgrounds. Diversity in the academic and work environment fosters awareness, engagement, mutual understanding, respect, increased student success, and better enables students and employees to flourish as citizens of the world. Therefore, the Board commits to promoting the total realization of equal employment through a continuing equal employment opportunity program. The Board recognizes that “equal employment opportunity” includes not only a process for equal opportunity in hiring, but also practices and processes that create inclusive, respectful work environments. The District is committed to employing qualified administrators/managers, faculty, and staff members who are dedicated to student learning and success. The Board recognizes that diversity in the academic and work environment fosters awareness, promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and staff development processes that support the goals of equal opportunity and diversity, and provide equal consideration for all qualified candidates.

In accordance with BP 3410 titled Prohibition of Discrimination and Harassment, the District is committed to the concept and principles of providing equal opportunity in education and employment for all persons, and does not discriminate unlawfully. This commitment applies to every aspect of education and personnel actions and practices in employment, development, advancement, and treatment of employees, students, and the general public.

The Chancellor shall develop, for review and adoption by the Board, a plan for Equal Employment Opportunity (“EEO”) that complies with the Education Code and Title 5 requirements as from time to time modified or clarified by judicial interpretation.

The District will implement a comprehensive program consistent with Title 5 to ensure the practice of EEO principles. Pursuant to this commitment, an Equal Employment Opportunity Plan will be maintained to ensure the implementation of equal employment opportunity principles that conform to federal and state laws.

The District believes that in order to effectively address and comply with federal and state EEO guidelines, the Board, administration, faculty and staff must recognize that equal opportunity is a shared responsibility and all must be held accountable for application and enforcement of the policies within their area(s) of authority. It is through combined equitable and cooperative efforts that the District will achieve established Equal Employment Opportunity goals and objectives.

The District will continue to monitor equal employment opportunity and diversity efforts to ensure that the recruitment, screening, selection, hiring, and promotional processes are in accordance with the EEO policies and principles.

The District is committed to the implementation of an EEO Plan developed according to Title 5 and adopted by the Board. The intent is to overcome all forms of institutional and/or personal exclusion or unlawful discrimination within the District

The District established an EEO Advisory Committee (“EEOAC”) pursuant to Section 53005 of Title 5 of the California Code of Regulations to assist in developing, revising, and implementing District EEO programs and plans. The EEOAC shall be composed of a diverse membership and include members from stakeholder groups, including, but not limited to, students, faculty, and classified staff.

Members of the EEO Advisory Committee, as well as members of the Board, shall receive training in all of the following:

- the requirements of state and federal nondiscrimination laws;
- identification and elimination of bias in hiring and other personnel actions;
- the educational benefits of workforce diversity; and
- the role of the EEOAC in drafting and implementing the EEO Plan.

Adopted November 16, 1983

Revised June 1, 1988

Revised November 28, 1990

Revised December 10, 2003

Revised March 3, 2010

Revised January 18, 2012

Renumbered CCCD Policy 050-1-2, Spring 2011

Renumbered from CCCD Policy 3421

Revised December 2, 2013

Revised May 19, 2021

Revised July 17, 2024