PUEBLO COMMUNITY COLLEGE

EQUAL EMPLOYMENT OPPORTUNITY PLAN

JULY 1, 2026 – JUNE 30, 2027

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A. Introduction

Pueblo Community College seeks to attract and retain an employee population that creates an inviting and enriching experience for students and employees alike. We also strive to identify and eliminate barriers that hinder the full attainment of that experience.

B. Equal Employment Opportunity

As one of thirteen colleges in the Colorado Community College System, PCC is guided by System Protocol 3-120a (March 2023) that requires each college to have a designated Equal Employment Opportunity Officer and to establish a written Equal Employment Opportunity Plan ("Plan") that is updated annually. The Vice President of Human Resources is the Equal Employment Opportunity Officer for PCC and is responsible for oversight and enactment of this Plan.

C. Definitions

Protected Group (or Protected Category) – a group identified in Federal or State law or regulation that specifically prohibits discrimination against, which could apply to ethnicity, race, color, military/veteran status, disability, gender, religion/creed, marital status, pregnancy, or other category.

D. Goals, Actions, and Outcomes

Goal #1: To have no complaints of discrimination by employees or job seekers (measured by fiscal year – July-June)

Actions

- Introduce relevant laws and policies regarding discrimination to employees at New Employee Orientation.
- Conduct supervisor training annually on relevant laws and policies pertaining to discrimination in employment.
- Conduct annual employee training on relevant laws and policies pertaining to discrimination, harassment, and retaliation.
- Thoroughly investigate all complaints of discrimination, harassment, or retaliation by employees or job seekers and enact appropriate corrective actions.

Outcomes

- During the 2025-26 year:
    - There were no job seeker complaints regarding discrimination.
    - There was one employee complaint regarding discrimination, but a subsequent investigation did not discover evidence of a violation.
    - All employees were required to complete training pertaining to Title IX (sexual harassment/discrimination).

    - Supervisors were afforded training on disabled employees in the workforce and how to accommodate reasonable requests and avoid discriminatory actions.
- This goal will continue in 2026-27 with greater emphasis on total workforce training on discrimination laws, practices, and preventative measures.

Goal #2: To identify and resolve recruiting and/or hiring processes that deny equal opportunity to all job applicants.

Actions

- Assess data annually pertaining to recruiting and hiring job applicants to identify trends that disadvantage any protected group.

Outcomes

- Data from 2022-2025 revealed that Hispanic male applicants were removed from further job consideration at the search committee level at a disproportionately high percentage.
- Data did not reveal a definitive source for this variation.
- In 2026, a Special Assistant to the President for Access Strategies and Initiatives was hired; HR will work closely with this employee to continue to assess data regarding selection processes.
- This goal will continue in 2026-27 and HR will address the impact of bias and unconscious factors that may influence a committee members' perspective on a candidate.

E. Responsibility for Implementation

The duties of the Vice President of Human Resources include:

- Internal and external dissemination of the Plan.
- Coordination of training to educate employees on the concepts of the Plan.
- Design and implement monitoring and reporting methods that will measure the effectiveness of the Plan and indicate any need for remedial action.

The College recognizes that the cooperation of all employees is required to reach the full potential of this Plan. Therefore, employees are expected to:

- Assist Human Resources in the identification of any problem areas and help to eliminate any barriers to equal employment opportunity.
- Review the qualifications of employees and job applicants to ensure that all qualified individuals are given full consideration for employment, training, transfer, and promotion.
- Distribute job announcements and utilize professional networks to identify and recruit applicants for positions.
- Comply with the Board's policy of equal employment opportunity for all employees and job applicants.

- Act to prevent the harassment of or discrimination against employees or job applicants.