SECTION 3.

MEMORANDUM FROM THE PRESIDENT TO ALL EMPLOYEES

DATE: June 15, 2010

TO: All Employees

FROM: Donna E. Shalala, President

SUBJECT: AFFIRMATIVE ACTION PLAN: DECLARATION OF POLICY

In accordance with Miami Dade County Ordinance No. 82-37, Ordinance 98-30, and Administrative Order 3-39, the University of Miami reaffirms its commitment to the submittal of an Affirmative Action Plan/Procurement Policy. The University commits to maintain equal employment and promotional opportunities, with particular emphasis on improving the minority and/or women work force population and utilization of minority- and/or women-owned professional firms, consultants and/or suppliers.

Meetings will be held with executive management and supervisory personnel to explain the intent of the plan and individual responsibility for effective implementation, making clear my commitment to the program. Additionally, the plan is discussed at employee orientation and management training sessions.

Outside sources such as recruiters, subcontractors, vendors and suppliers are informed verbally and in writing about our affirmative action policies.

Ms. Wilhelmena Black, Executive Director for the Equality Administration Office, is the University’s Affirmative Action Officer. She has the day-to-day responsibility for the implementation and monitoring of our plan.

The Affirmative Action Plan/Procurement Policy is available for your review during normal business hours. Please contact the Equality Administration Office at the Coral Gables Campus: (305) 284-3064; or the Medical Campus: (305) 243-7203.
Reaffirmation of the Equal Employment Opportunity Policy

The University of Miami is and continues to be resolute in its commitment to preserving an environment that is nondiscriminatory and free from sexual harassment wherein educational and employment opportunities are accessible to all qualified individuals without regard to race, color, religion, sex, age, disability, disabled veteran/Vietnam Era veteran status, sexual orientation, or national origin. The University, in its resolve, has developed an Affirmative Action Plan that establishes procedures to which the University of Miami is committed to apply every good faith effort. These commitments are made for both academic and non-academic employment areas. The University also commits to maintaining, on a nondiscriminatory basis, the conditions for continuing employment and for individual advancement.

The University’s reaffirmation of its equal employment opportunity and affirmative action obligation is committed to the following principles and procedures:

- Providing a nondiscriminatory and harassment-free workplace and academic environment
- Ensuring Equal Opportunity/Affirmative Action in employment activities and educational programs
- Fostering, valuing, and encouraging a diverse University community that mirrors the diversity of local, regional, and national demographics

As President of the University, I am entrusted with the overall responsibility for nondiscrimination and equal opportunity which reflects my views and reaffirms my commitment to create and maintain an affirmative action program that will establish and sustain the principle of equal employment opportunity for all.

The Executive Director of Equality Administration has been appointed as the Equal Employment Opportunity Officer for the University and is responsible for directing and monitoring the effectiveness of the University’s Affirmative Action Program.

We are unwavering in our commitment to foster and encourage a diverse organization that is reflective of our Equal Opportunity and Affirmative Action Policies. Our achievement is a direct reflection of our people. Our students, faculty, staff, alumni, trustees, and friends are unparalleled, and we continue to attract the best of the best in the spirit of affirmative action.

We reaffirm our commitment and will continue to pursue, with steadfastness, a nondiscriminatory and harassment-free work and educational environment that only a great commitment to equal employment opportunity and affirmative action merits.

Signature
Donna E. Shalala, President
University of Miami

Date
7/19/2010