



## MEMORANDUM

**To:** Faculty, Staff, and Students of Texas A&M University-Commerce  
**Date:** May 21, 2008  
**Subject:** Commitment to Equal Employment and Affirmative Action

Texas A&M University-Commerce periodically reaffirms our policy that the University is an equal opportunity/affirmative action institution.

It is the policy of A&M-Commerce to comply with all state and federal laws that prohibit discrimination on the basis of race, color, religion, gender, age, national origin, disability or veteran status in all employment practices. Discrimination is prohibited in areas such as recruitment, selection, promotion, demotion, transfer, lay-off, termination, and selection for training or any other forms of compensation or benefits.

This policy is grounded in Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, the Rehabilitation Act of 1973 (Section 503 & 504), the Americans with Disabilities Act of 1990, the Vietnam Era Veterans Assistance Act of 1974, and Executive Order 11246. Texas A&M University- Commerce also complies with the Family and Medical Leave Act of 1993.

Employees and applicants may view the Veterans and Handicap Section of the Equal Opportunity/Affirmative Action Plan in the Office of the Director of Human Resources/EEO during regular business hours (8:00 a.m. – 5:00 p.m., Monday through Friday).

Your support and cooperation in referring qualified applicants to A&M-Commerce will indeed contribute to the University achieving its Equal Opportunity/Affirmative Action goals. We appreciate your assistance. If you have questions regarding our policy, please call Ken Crutchfield, Director of Human Resources/EEO at (903) 468-6018.

Keith D. McFarland, Ph.D.  
President and CEO

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A Member of The Texas A&M University System

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