

Based on Article 5 and 10, paragraph 1 of the Law on Equal Opportunities of Women and Men (Official Gazette of R. of Macedonia, number 66/06 as amended by 117/08) and Article 14, paragraph 1, item 8.4 of the Statute of South East European University, the University Board, at its meeting held on 07.06.2011, approved the following:

## **POLICY ON EQUAL OPPORTUNITY**

### *Article 1*

The University's aim is to create conditions in which all staff, students and visitors are treated as equal and with respect and are not subjected to discrimination in any aspect of University life. All staff and students, whether existing or potential, should expect to receive fair and equitable treatment when applying to or working as members of the University. The University values diversity in its staff and students and does not tolerate discrimination on the grounds of age, gender, ethnicity, nationality, language, disability, socio-economic background, family circumstances, marital status, religious belief, philosophical or political affiliation, or sexual orientation.

### *Article 2*

In order to achieve equality of opportunity, the University is committed to ensuring:

- fair and equitable procedures are operated in relation to the recruitment, selection and promotion of staff, professional development and other performance management processes;
- teaching, learning and research environments are accessible to all;
- procedures related to students' learning experience, such as admission and assessment, ensure fair and equitable treatment;
- existing procedures are reviewed and examined to ensure they are not directly or indirectly discriminatory in principle or operation;
- language used in official and general oral and written communication reflects the diversity of the University and upholds the letter and spirit of this policy;
- monitoring the implementation of this policy is an ongoing process, which involves monitoring of the University's workforce and student population to ensure that the staff and student profile reflects a multi-cultural environment; and that staff and students are enabled to reach their full potential;
- a procedure for resolving complaints of discrimination is communicated (in written and electronic format) to those who may wish to use it, implemented rigorously and consistently;
- any infringement or report of infringement of this Policy by staff or students is treated seriously and breaches may be dealt with through the Grievance, Complaints and Disciplinary procedures;

### *Article 3*

The Equalities Committee of the University, appointed by the Rector, coordinates the development of the Equality Action Plan with appropriate monitoring and reporting once a year to the Senate.

Equalities data such as staffing and student profile, achievement, recruitment and promotion is analyzed regularly by the Faculty or Department and the senior management team, with an annual report to the Senate and Board.

### *Article 4*

Staff, students and visitors are expected to support this policy actively, accept the principle that there is equal opportunity for everyone in all aspects of University life and not be party to situations which could lead to discrimination.

### *Article 5*

This Rule comes into force from 01.09.2011.