



Committee Meeting: Policy Committee	Date: June 9, 2017
Committee Chair: Kathleen Masiello	
New or Edited: New	

POLICY NAME: SUNY Erie Community College Policy Regarding Age & Employment

POLICY TYPE: Managerial

SUBMITTED BY: Maria Carroll, Assistant Director of Human Resources

ISSUE OR STATEMENT OF PURPOSE:

SUNY Erie Community College would like to formalize college-wide an internal Human Resources (HR) Policy regarding a minimum age of hire for employees of SUNY Erie Community College.

To respect the intent of SUNY’s Child Protection Policy, SUNY Erie Community College will only hire persons who have reached the age of 18 years old unless the person is a matriculated SUNY Erie Community College student on what would be the first day of employment with SUNY Erie Community College. The same would apply to any internship program approved by SUNY Erie Community College HR (volunteer work is not permitted).

The New York State Human Rights Law prohibits age discrimination in employment practices of individuals 18 years or older. SUNY Erie Community College will treat people 18 years and older without discrimination in all employment practices

CORRECTIVE ACTION PLAN RECOMMENDATION (if any): N/A

NEW OR EDITED POLICY: New

DOES IT SUPERCEDE A POLICY/WHICH ONE: No prior policy exists

POLICY COMMITTEE RECOMMENDED ACTION:

Policy Committee recommends the Board of Trustees accept the Managerial policy under the Report of the Chair, Ad Hoc Committee Reports, and Policy Committee. This Policy supersedes all prior policies/procedures and practices related to Age of Employment Policy.

POLICY COMMITTEE MEMBERS PRESENT:

Kathleen Masiello-Trustee, Susan Swarts-Trustee, Michael Pietkiewicz-Senior Vice President of Operations, Tracey Cleveland-Director of Human Resources, Vice President of Enrollment Management Erik D’Aquino, Assistant Director of Human Resources Maria Carroll.



POLICY NAME: SUNY Erie Community College Policy Regarding Age & Employment **Continued**

DATE OF BOARD ACCEPTANCE: June 29, 2017

POLICY COMMITTEE TEAM FOLLOW-UP:

Following Trustee acceptance, this Managerial policy will be included in the SUNY Erie Community College Managerial Policy Manual. Distribution of policy to SUNY Erie Community College employees and students.

INFORMATION/INPUT CONSIDERED DURING POLICY COMMITTEE DELIBERATIONS:

Review of the SUNY's Child Protection Policy, June 17, 2014, Memorandum from SUNY Board of Trustees from past Chancellor Nancy L. Zimpher regarding said policy and SUNY Cortland policy on Age Discrimination. The Policy has been reviewed and discussed at the Policy Committee meeting of June 9, 2017.