

# MASSACHUSETTS COLLEGE OF LIBERAL ARTS

## POLICY AGAINST AGE DISCRIMINATION

### POLICY

#### A. INTRODUCTION

1. In recognition of the existence of discrimination against persons over forty (40) years of age, and in accordance with federal and state law, Massachusetts College of Liberal Arts has adopted a policy prohibiting discrimination based on age in the working, living and learning environment of the College.
2. This policy specifically prohibits the use of age as a factor, where prohibited by law, in decisions affecting the employment or educational status of a member of the College Community or an applicant for admission or employment.
3. Some examples of age discrimination, which are specifically prohibited by this policy, are listed below. This list, however, is illustrative and not exhaustive.
  - a. Stereotyping older persons in such a way as to treat or cause others to treat them differently than younger persons.
  - b. Structuring jobs or creating functional job titles which imply that they are jobs for younger persons (i.e., Jr. Accountant, etc.)
  - c. Excluding persons over the age of forty (40) from a category of jobs or from certain departments or divisions based on their age rather than on their ability to perform the job.
  - d. Advising students of similar interests differently because of their age.
  - e. Singling out or ignoring a group of students or employees because of their age.
  - f. Harassing or abusing, or causing others to harass or abuse, a person or group of persons because of their age.
  - g. Failing or refusing to hire or promote a person over forty (40) because of age.

#### B. INSTITUTIONAL COMPLAINT PROCEDURES

1. The College's Discrimination Complaint Procedures will serve as a system of review and resolution for both informal claims and formal complaints of age discrimination. Any member of the College Community who believes s/he has been a victim of age discrimination may initiate the informal claim or formal complaint procedures as outlined in the College's Discrimination Complaint Procedures. Further information or advice may be obtained by contacting the Director of Affirmative Action.