



## Policy of Affirmative Action Searches and Waivers

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As a general rule, it remains the policy of Morrisville State College that a full, open and affirmative action search will be conducted prior to filling a faculty or professional staff vacancy. This is consistent with the SUNY policy first issued in 1977 and all applicable laws, both State and Federal. As in all cases, however, a certain degree of flexibility remains necessary.

The State University and Morrisville State College's Affirmative Action Advisory Committee agree that a certain degree of flexibility remains necessary. Occasionally, special circumstances may develop which make the search impossible to conduct. In such cases, a request for a waiver to the affirmative action search may be sought by the respective vice president or dean/director. In order to obtain approval for a waiver, the vice president or dean/director must submit a letter to the Affirmative Action Advisory Committee, in care of the Associate Vice President for Human Resources, delineating the reasons for the request. Such requests will be reviewed by the Affirmative Action Committee and a recommendation for action made to the President, who shall approve or deny the request.

A waiver of the search procedure may be recommended for approval by the Affirmative Action Advisory Committee for the following reasons:

<b>Reason</b>	<b>Condition</b>	<b>Appointment</b>	<b>Search</b>
Emergencies	Continuity of service is essential	Interim/ Acting	Full and open search required during the next search cycle
AA – Internal Promotion	Implement AA goals	Permanent	None
Reorganization / Reclassification	Incumbent moving into a new title. No vacancy created.	Permanent	None
Temporary Appointment	Not to exceed six months	Temporary	Full and open search required at end of six months