

Protocol for Reporting of Employee Demographic Information

Iowa State University is subject to federal recordkeeping and reporting requirements for the administration of affirmative action, civil rights laws and regulations. These include soliciting information on the sex, race, ethnicity, disability, and veteran status of Iowa State University applicants and employees. This demographic information is collected for the sole purpose of providing data to be used for statistical analysis by the University in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. This information may only be used for that purpose. Personally identifiable information will be kept confidential, and will not be made available for any other purpose, such as to locate particular groups or individuals, or to generate mailing lists. The Office of Equal Opportunity has adopted this protocol to ensure compliance with federal reporting, privacy laws, and to avoid discrimination.

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