

Employee Affinity Group Policy

I. STATEMENT

Employee Affinity Groups (EAG) are voluntary employee-managed groups for employees who share common interests, issues, and/or backgrounds. EAGs assist the College in advancing inclusive and equitable practices and are not part of the institution's formal governance structure. EAGs play an important role in articulating, promoting, and supporting the well-being of their members by allowing them to socialize with others with shared interests and communicate their collective concerns. In addition, EAGs help employees improve leadership abilities, enhance personal and professional growth, and maintain a support network. Therefore, Goucher Colleges supports the formation of EAGs.

II. PURPOSE

The purpose of this policy is to provide guidelines to employee affinity groups (comprised of full or part-time Goucher employees) who wish to receive formal support (e.g., financial, IT, publicity) from the College for the activities of their affinity group. In addition, informal associations of faculty and staff with shared interests who do not wish to obtain official college resources are welcome to form; this policy does not pertain to these informal/social groups.

III. GUIDELINES

Individuals who wish to form an EAG that utilizes College resources must follow the following guidelines:

- A. Individual employee membership and participation in such groups must be voluntary.
- B. EAG membership and participation in meetings and activities must be open to all employees, per the College's [Nondiscrimination Policy](#).
 1. Supervisory approval is not required for EAG membership or participation. Members should discuss with supervisors the use of paid work time to attend EAG meetings and participate in EAG-sponsored activities. An employee's participation may not interfere with their work performance. In situations where it does, supervisors may limit work time for EAG activities to improve performance.
- C. Each EAG shall determine its purpose and priorities.
- D. All EAGs must adhere to institutional policies, protocols, and guidelines regarding space utilization and event planning for meetings and events.

IV. PROCEDURES

EAGs that wish to obtain resources from the College must complete the attached application (Appendix A) to receive resources, including start-up funds of up to \$500 that can be used at the group's discretion for costs associated with group meetings, gatherings, etc.

V. RESPONSIBLE OFFICE

The Associate Vice President for Human Resources is responsible for questions regarding this policy:
[Office of Human Resources](#)

VI. HISTORY

Adopted: March 2022

Appendix A

Affinity Group Application

Affinity Group Name: _____

Affinity Group Representative (name & email address): _____

Members Names & email addresses (optional):

Our EAG wishes to receive start-up funds in the amount of: _____
(Please designate an amount between \$100 – \$500).

Individuals who wish to form an EAG that will utilize College resources must follow the following guidelines:

1. Individual employee membership and participation in such groups must be voluntary.
2. EAG membership and participation in meetings and activities must be open to all employees, per the College’s Nondiscrimination Policy.
3. Each EAG shall determine its purpose and priorities.
4. All EAGs must adhere to institutional policies, protocols, and guidelines regarding space utilization and event planning for meetings and events.

Please sign below to confirm that your affinity group will follow these guidelines:

Name of Representative: _____ Date: _____