

WAYNE STATE UNIVERSITY

MEMORANDUM

CONFIDENTIAL

August 3, 2007

TO: All Faculty and Staff
FROM: Jeannie Jackson, Interim Director
RE: Confidential Survey to Identify Veteran Faculty and Staff

Wayne State University is committed to equal opportunity, non-discrimination and affirmative action. Federal regulations require WSU to maintain data on U.S. Veterans. The questionnaire printed on the follow page will allow you to self-identify as a U.S. Veteran or state that you are not a Veteran. This data will be used to evaluate WSU's efforts in assuring access, promotional and equal opportunities to the Veteran community. We will routinely request this information from new employees to update this data.

The data you provide is considered CONFIDENTIAL information. However, for affirmative action or safety purposes, data may be submitted to the following:

1. Applicable supervisors or managers to facilitate the provision of reasonable accommodations in the design or renovation/alteration of buildings, facilities, fixtures, furniture or job structures;
2. Government officials during review of Wayne State University legal compliance;
3. Human Resources ADA Coordinator for notification of opportunities or activities for applicable Veteran employees;
4. First aid or safety personnel.

Your participation in this survey is VOLUNTARY and helps the University's equal opportunity, non-discrimination and affirmative action efforts.

Please complete the survey, seal and return the form to the Office of Equal Opportunity. If you should have any questions, please contact the Office of Equal Opportunity at (313) 577-2280.

Thank you for your cooperation.

