

## **H.1.1 (Policy) Equal Education and Employment Opportunities**

Responsible Department: Title IX/VII/ADA/504 Coordinator

Board Adoption: 10-28-14

Last Board Action: 2-23-16

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Alamo Colleges adheres to all federal and state civil rights laws banning discrimination, harassment, and retaliation in public institutions of higher education and the workplace. Alamo Colleges will not discriminate, harass, or retaliate against any employee, applicant for employment, student or applicant for admission on the basis of race, color, sex, pregnancy, religion, creed, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, sexual orientation, gender, transgender status, gender identity, gender expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, domestic violence victim status, any other protected category under applicable local, state or federal law, or persons who have opposed discrimination or participated in any complaint process on campus or before a government agency.

We are further committed to hire the best-qualified person to fill each available position and reward each employee based on his or her job performance. We will ensure that all personnel and academic actions will be administered without regard to race, color, sex, pregnancy, religion, creed, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, sexual orientation, gender, transgender status, gender identity, gender expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, domestic violence victim status, any other protected category under applicable local, state or federal law, or persons who have opposed discrimination or participated in any complaint process on campus or before a government agency.

The Title IX/VII/ADA/504 team is charged with fulfilling this commitment. If we can be of assistance, please do not hesitate to contact us.

### **Title IX – AlamoCARES**

#### **Alamo Colleges Resource Guide for Students on Sexual Misconduct**

### **Equal Education and Employment Opportunities**

No person shall, on the basis of race, color, sex, pregnancy, religion, creed, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, sexual orientation, gender, transgender status, gender identity, gender expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, domestic violence victim status, any other protected category under applicable local, state or federal law, or persons who have opposed discrimination or participated in any complaint process on campus or before a government agency, be excluded from participation in, denied the benefits of, or subjected to discrimination in employment or under any program or activity sponsored or conducted by the College District.

### **Title VII, IX and ADA/Section 504 Coordinator**

The College District designates the following position to coordinate its efforts to comply with Title VII, Title IX of the Education Amendments of 1972, and Title II of the Americans with

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Disabilities Act of 1990, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended:

Name: Linda Boyer-Owens

Position: Associate Vice Chancellor for Human Resources and Organizational Development

Office Address: 201 W. Sheridan Building A, San Antonio, Texas 78204

Office Telephone: (210) 485-0200

### **Complaints**

Students, employees and others who feel that they may have been discriminated or retaliated against, harassed, or who feel that the College District has not adequately fulfilled its civil rights obligations under the provisions of Title VII Title IX, Section 504, or the ADA should address their concerns to the Coordinator or file a complaint pursuant to the College District's Policy on Civil Rights Discrimination, Harassment and Retaliation, (H.1.2), Civil Rights Complaint Procedure (H.1.2.1) and Civil Rights Appeal Procedure (H.1.2.2).

### **Investigation**

The Title IX/VII/ADA/504 Coordinator or designated Deputy Coordinator will assign trained College District officials to conduct prompt, fair and impartial processes to investigate and resolve complaints. The investigation and Civil Rights Harassment Complaint Process for resolving complaints shall ensure the complainant and accused are afforded an equitable process conducted in accordance with the College District's established process; the right to an advocate of their choice who may be present during any disciplinary proceeding; and, a final decision or change to the final result in writing.

### **Deputy Coordinators**

Deputy Coordinators are designated and trained to assist students, faculty and staff in the complaint process and work in concert with the Title IX/VII/ADA/504 Coordinator to facilitate prompt and effective intake, investigation, complaint hearings, and resolution of civil rights complaints. Coordinators facilitate communication, training and awareness among students, faculty and staff of the College District's commitment to providing a learning and work environment that is free of discrimination and sexual harassment. The current Deputy Coordinators are named in Attachment A: Title IX/VII/ADA/504 Coordinator Organization.

### **Investigators and Advocates**

The Title IX/VII/ADA/504 Coordinator will establish a pool of qualified employees who are trained annually to investigate complaints of civil rights discrimination, harassment, retaliation and sexual violence. Investigators will provide timely investigation results to support the complaint resolution process. Investigators are also trained and may be asked to serve as advocate for the complainant or accused party to a complaint. The pool of qualified Investigators will include faculty, staff and administrators.

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### **Primary Prevention and Awareness**

The Title IX/VII/ADA/504 Coordinator and Deputy Coordinators will conduct ongoing prevention and awareness raising training, programs and campaigns for students, faculty, staff and administrators to foster an environment that is free from discrimination, harassment, retaliation and violence in accordance with the College District policies and procedures established for this purpose. Training for students, faculty, staff and administrators will include:

1. Alamo College's prohibition on sexual assault, dating violence, domestic violence, and stalking;
2. The definition of sexual assault, dating violence, domestic violence, stalking, and other sexual misconduct;
3. The definition of consent;
4. "Safe and positive" options for bystander intervention;
5. Recognition of signs of abusive behavior and how to avoid potential attacks.

### **Annual Affirmation**

The Chancellor will issue an annual affirmation of the College District's prohibition of Civil Rights Discrimination, Harassment, Retaliation, and all forms of Sexual Violence and Sexual Misconduct (including dating, domestic and stalking) on behalf of the Alamo Colleges community.