

## Discrimination Complaints – Procedure for Resolution

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A student, employee, or community member should notify the College if he or she believes that the College, its employees, or agents have violated his or her rights regarding any one of the following:

1. Title II of the Americans with Disabilities Act
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment (K.S.A. 44-1001 et seq.) (Title VI of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972)
7. The Americans with Disabilities Act of 1990; The Americans with Disabilities Act Amendments Act of 2008
8. The Age Discrimination in Employment Act of 1967
9. Kansas Acts Against Discrimination (K.S.A. 44-1001 et seq.), Section 188 of the Workforce Investment Act
10. Hazing as defined in the NCCC Hazing Policy
11. Misuse of genetic information Titles I and II of the Genetic Information Nondiscrimination Act (GINA), 42 U.S.C. §2000ff et seq.
12. Any form of discrimination identified in the NCCC Non-Discrimination Policy

and any amendments to such laws, regulations, and policies.

Complaints about violation of the NCCC Non-Discrimination Policy and/or any of the above referenced laws, regulations, or Board policies should be directed to the following:

Title VII, Age Discrimination Act, Title II, Kansas Acts Against Discrimination; Genetic Information	<b>Chief Human Resources Officer</b> Neosho County Community College 800 W. 14th Street Chanute, KS 66720 HR@neosho.edu
Section 504, The Americans with Disabilities Act of 1990, The Americans with Disabilities Act Amendments Act of 2008; Hazing	<b>Chief Student Affairs Officer</b> Neosho County Community College 800 W. 14th Street Chanute, KS 66720 Student.Services@neosho.edu
Title IX	<b>Chief Academics Officer</b> Title IX Coordinator Neosho County Community College 800 W. 14th Street Chanute, KS 66720 TitleIX@neosho.edu

A complaint directed to the incorrect office will still be accepted, processed, and directed appropriately.

You may also go to the College’s website where you will find the name and/or title and telephone number of the persons responsible for addressing your request.

Complaints about Sexual Misconduct will be resolved pursuant to the NCCC Sexual Misconduct Grievance Policy, which may be found at the College's website and may always be made to the Title IX Coordinator.

Complaints about all other matters referenced above will be resolved through the following complaint procedure.

1. A complaint should be filed in writing and contain the name and address of the person filing the complaint. The complaint should briefly describe the alleged violation. A complaint should be filed within ten (10) working days after the complainant becomes aware of the alleged violation, unless the conduct forming the basis for the complaint is ongoing.
2. An investigation shall follow the filing of the complaint. The investigation shall be conducted by the Discrimination Complaint Investigator appointed by the Officer receiving the complaint. The investigation shall be informal but thorough. All interested persons, including the complainant and the person against whom the complaint is lodged, will be afforded an opportunity to submit evidence, written or oral, relevant to the complaint to the investigator.
3. Written determination for resolution of the complaint shall be issued by the Discrimination Complaint Investigator, and a copy forwarded to the complainant no later than fifteen (15) working days after the filing of the complaint. Records relating to complaints filed and their resolution shall be maintained in a confidential manner by the Title IX Compliance Officer.
4. The complainant may appeal the resolution of the complaint to the Title IX Compliance Officer or designee, which appeal shall be resolved in the same manner as a Sexual Misconduct appeal. Once an appeal is decided, the outcome is final; further appeals are not permitted even if a decision or sanction is changed on remand, EXCEPT as may be provided otherwise in the Negotiated Agreement for Professional Employees as defined therein.

Use of the complaint procedure is not a prerequisite to the pursuit of any other remedy.

*Revised: 9/08, 12/13/16, 9/11/18*