

Sexual Harassment & Discrimination

Freedom from Discrimination and Harassment

All students have the right to a learning environment free from discrimination and harassment based on sex, race, color, national origin, age, religion, disabling condition, veteran's status, or limited English proficiency.

Sexual Harassment

Sexual harassment is a type of sexual discrimination prohibited by Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972 and is, therefore, prohibited at Victoria College.

By definition, sexual harassment involves the unwelcome introduction of sexual activities or comments into the workplace or classroom. Unwelcome sexual advances and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- submission to the conduct becomes a term or condition of employment or academic achievement
- submission to, or rejection of, the conduct is used as a basis for employment or academic decisions regarding the individual, or
- the conduct unreasonably interferes with the individual's work performance or creates an intimidating, hostile or offensive working or academic environment. Victims of sexual harassment can include students and employees of both sexes

Harassment

Harassment is defined as extreme or outrageous acts or communications that are intended to harass, intimidate or humiliate students or employees on account of sex, age, religion, disabling condition, veteran's status, race, color, or national origin and that cause them to suffer severe emotional distress or impede the learning process. Harassment is expressly prohibited and any student or employee who engages in such conduct is subject to disciplinary action.

Sexual Violence

Students are also protected by federal law from sexual violence, which is another form of gender-based discrimination. Sexual violence includes sexual assault, domestic violence, dating violence and stalking. If a student has experienced sexual violence either on or off campus, a complaint procedure and information regarding assistance can be found in the Victoria College Policy Prohibiting Sexual Violence. The policy can be accessed at www.VictoriaCollege/StudentServices.

Disposition for Cases of Complaints of Discrimination and Harassment

Complaint Procedure

Students who feel they have been discriminated against based on one or more of the above-cited factors are entitled to file a complaint as outlined in the following procedure:

- Contact Terri Kurtz, Affirmative Action Officer, in the Academic Building, Suite 104
- Each complaint will be investigated as promptly and thoroughly as possible
- If the investigation indicates that discrimination has occurred, prompt and appropriate action will be taken to end the discrimination
- In the case of allegations of discrimination involving disabling conditions, the coordinator for college compliance with the Americans with Disabilities Act will participate in all proceedings

Complaints by Students Against Students

- If the complaint is found to have merit, the Affirmative Action Officer will have the authority to recommend or impose sanctions
- If the complaint is found not to have merit, the Affirmative Action Officer may dismiss the case
- Either party may appeal the findings of the Affirmative Action Officer to the Discipline Committee. The Appeal Form is available at: www.VictoriaCollege.edu/StudentServices

Complaints by Students Against Staff or Faculty Members

- If the complaint is found to have merit, appropriate disciplinary action will be recommended by College authorities
 - The accused may appeal this finding by following the procedures outlined in the Complaint Procedure, Section 1.2.4 of the Employee Handbook.
- The Complaint Procedure can be accessed at www.VictoriaCollege.edu/StudentServices

Upon completion of the investigation, the Affirmative Action Office will notify the student of the outcome of the investigation.

Freedom from Retaliation or Reprisal

Any student has the right to make a good faith complaint of discrimination or harassment without fear of retaliation or reprisal. Any student who feels that he or she has been subjected to any form of retaliation or reprisal because of his or her complaint is entitled to file a complaint with the Affirmative Action officer as outlined above.

In cases of alleged discrimination or harassment, a student whose complaint has been found not to have merit may appeal, in writing, directly to the President of the College who shall uphold or reject the appeal and notify the student within 10 days. A student whose appeal was denied by the President may appeal in writing to the Board of Trustees in sufficient time for the matter to be included on the agenda of the next regular Board meeting following the President's decision. The decision of the Board shall be final.