

23931

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS**

RESOLUTION

TO APPROVE

**AMENDMENT AND RESTATEMENT OF POLICY ON EQUAL OPPORTUNITY IN
EMPLOYMENT, PROGRAMS, SERVICES AND ACTIVITIES**

(Original adoption date and Board Resolution # unavailable; Revised September 6, 2001 in Board Report #22808)

WHEREAS, the Board adopted a policy on Equal Opportunity in Employment, Programs, Services and Activities in Board Report #22808;

WHEREAS, it is necessary and desirable that the Board's Policy on Equal Opportunity in Employment, Programs, Services and Activities include a policy prohibiting retaliation against persons who participate in the Board's internal complaint and dispute resolution procedures;

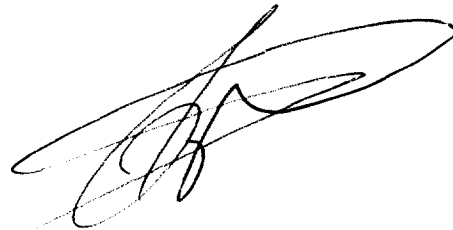
WHEREAS, the Chancellor recommends that the Board amend its Policy on Equal Opportunity in Employment, Programs, Services and Activities and restate Policy on Equal Opportunity in Employment, Programs, Services and Activities be adopted in the form attached hereto;

NOW THEREFORE BE IT RESOLVED,

that the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, hereby:

Adopts the attached Policy on Equal Opportunity in Employment, Programs, Services and Activities with amendments prohibiting retaliation against persons who participate in the Board's internal complaint and dispute resolution procedures.

August 6, 2003

A handwritten signature in black ink, appearing to be a stylized name, possibly "J. B. ...", written over a horizontal line.

**POLICY ON EQUAL OPPORTUNITY
IN EMPLOYMENT, PROGRAMS, SERVICES AND ACTIVITIES**

**(EQUAL EMPLOYMENT OPPORTUNITY POLICY, TITLE IX-GENDER
DISCRIMINATION POLICY, SECTION 504/ADA COMPLIANCE POLICY)**

Policy Statement

Except as allowed by law, the Board of Trustees prohibits discrimination by any person with respect to hire, terms and conditions of employment, continued employment, admissions or participation in Board programs, services and activities based upon race, national origin, ethnicity, gender, age, religion, citizenship, sexual orientation, marital status, disability or handicap, veteran status or the exercise of rights guaranteed by local, state or federal law. "Discrimination" shall include harassment or the creation of a hostile work environment based upon race, national origin, ethnicity, gender, age, religion, citizenship, sexual orientation, marital status, disability or handicap, veteran status or the exercise of rights guaranteed by local, state or federal law. Any employee, student or other person who believes that he or she has been the victim of prohibited discrimination shall file a complaint within 180 days of the occurrence of the discrimination in accordance with the procedures set forth below.

EEO Officer and Complaint Resolution Process

The EEO Officer or designee addresses all equal opportunity concerns of CCC employees, applicants for employment, students or applicants for admission or any other person including complaints of discrimination, harassment or hostile work environment, retaliation, intimidation and requests for accommodation due to religion or disability. With respect to employees, complaints of discrimination may concern hiring, wages, salary, benefits, promotions, transfers, work environment or any other term or condition of employment. With respect to students or other persons, complaints of discrimination may concern admissions, participation, application of academic policies, educational or learning environment, or any other term or condition of participation in Board programs, services and activities.

For purposes of this policy, "discrimination" includes harassment or the creation of a hostile working or learning environment because of a person's race, creed, color, national origin, ethnicity, citizenship, gender, sexual preference or orientation, marital status, disability or handicap, age, veteran status, or membership or lawful participation in the activities of any organization. Prohibited harassment under this policy includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, where the conduct is made a condition of employment or participation in a Board program, service or activity, or where submission to or rejection of such conduct is the basis for an employment or educational decision, or where such conduct interferes with the individual's work or academic performance or creates an intimidating, hostile, or offensive working or learning environment.

EEO complaints must be made to the EEO Officer in writing within 180 days of the discriminatory act complained of. The EEO Officer may develop form complaints. The EEO Officer shall act as the Board's designated Title IX Officer and Section 504/ADA Compliance Coordinator. Complaints may be made by or against employees, students or other participants in Board programs, activities and services.

transfer or other remedies deemed feasible and appropriate to correct the discrimination and insure that there is no recurrence of the discrimination.

- Where discriminatory conduct or non-compliance with statutory or regulatory mandates is found, issue a corrective action determination to the Chancellor, College President or Vice Chancellor as appropriate, via the Vice Chancellor for Human Resources.
- Conduct a follow-up investigation within thirty (30) calendar days of issuing a corrective action determination to ensure that the corrective action recommendation is followed.
- Where a corrective action determination has not been followed, issue a report to the Vice Chancellor of Human Resources and the Chancellor to seek assistance in enforcing the corrective action determination.

Reporting

The EEO Officer shall make an annual report of all EEO complaints and dispositions to the Chancellor no later than July 15th of each year.

(Revised August 6, 2003; amends Board Report #22808 (Adopted September 6, 2001))