

## **6.6 Student Harassment or Discrimination Grievance Procedures**

The Kentucky Community and Technical College System has zero tolerance for illegal discrimination of any kind. Any student who thinks he/she may have been discriminated against or subjected to harassment by students or employees because of their race, color, national origin, sex, sexual orientation, marital status, religion, beliefs, political affiliation, veteran status, age, or disability (including denial of a request for an accommodation), has the right to pursue an informal and/or formal discrimination grievance. The informal student discrimination grievance procedure is described below.

Complaints relating to sexual misconduct should be made to the College Title IX Coordinator or other college administrator. Such complaints shall be handled in accordance with the Sexual Misconduct Procedure.

The chief student affairs officer or his/her designee shall be responsible for investigating student discrimination grievances. If appropriate, this shall be conducted in collaboration with the college human resources director. Each college shall provide a letter, statement, or poster containing information regarding the KCTCS Student Discrimination Grievance Procedure with the name, address, and phone number of the local chief student affairs officer.

Most difficulties can be resolved by talking to someone. Therefore, students are encouraged to discuss these problems promptly and candidly with the chief student affairs officer or his/her designee.

1. If a student thinks that he/she has been discriminated against, the student shall inform the chief student affairs officer or his/her designee within thirty (30) calendar days of the occurrence of the alleged incident. The chief student affairs officer or his/her designee shall conduct a preliminary investigation of the discrimination grievance.
2. The student, chief student affairs officer or his/her designee, and other involved parties shall work informally to negotiate a solution within fourteen (14) calendar days.

The informal student discrimination grievance procedure shall be completed within forty-four (44) calendar days of the occurrence of the alleged incident.

3. If the grievance is not resolved to the satisfaction of the student through the informal grievance procedure, the student may file a formal appeal according to the *KCTCS Student Code of Conduct*.

9-24-02

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Date Approved by  
President, KCTCS

5-23-06; 11-3-14

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Date(s) of Last Review  
(Include all dates in  
chronological order)

5-23-06; 11-3-14

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Date(s) of Last Revision  
all dates in chronological

(SIGNED)

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Recommended by

11-3-14

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Date

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President, KCTCS

11-3-14

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Date