

Discriminatory Harassment Policy and Procedures

Non-Discrimination Policy Statement

The Board of Regents stipulates that no student of the University System, on the ground of race, color, sex, religion, creed, national origin, age or handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity conducted by the Board of Regents of the University System of Georgia or any of its several institutions now in existence or hereafter established (BR Minutes, October, 1969, p. 154; 1979-80, p. 15)

Discriminatory Harassment Grievance Procedure

Complainants who believe that they are victims of discriminatory harassment are encouraged to use the college's internal procedures as described here to resolve complaints. They may also file discriminatory harassment complaints with appropriate state or federal agencies under Title VII of the Civil Rights Act of 1964.

The complainant may elect any of several procedures. The complainant may seek an informal resolution by 1) conferring with the administrators who oversee the respondent; or 2) submitting a written complaint to one of the individuals identified on the ABAC campus for receiving complaints. The complainant may also initiate the formal procedures with the Affirmative Action officer for the college. The ABAC Student Development Office is also available for personal counseling.

Complainants are encouraged to explore informal procedures before filing a formal complaint. At the informal stage, efforts can be made to educate both parties about discriminatory harassment including what it does and does not involve. The review can be constructively educational for all parties. For minor violations, an apology and promise not to repeat the offense may be sufficient restitution. However, where a serious violation of the policy is found, or resolution at the informal level is not satisfactory to the complainant or respondent, then the formal procedures may be initiated.

Discriminatory Harassment Informal Procedures

The ABAC Student Development Office and various staff members provide assistance to students on a confidential and informal basis. The Vice President for Student Affairs can provide information about complaint procedures and rights of appeal and, if requested, can seek informal resolution between the complainant and the respondent. Alleged incidents between students may be

settled on an informal basis and may include mediation. Serious incidents between students may result in formal action being taken through administrative processes or through the Student Judiciary Committee.

Alleged incidents involving students with faculty or staff may be initiated through one of the coordinators identified through the College but should also be referred by those coordinators to the Director of Human Resources. The coordinator, in conjunction with the Director of Human Resources, will then involve other college administrators in the informal process to resolve the complaint.

It is the responsibility of each unit to use its complaint process and other resources in a way that minimizes the burden imposed on the person who has complained and that resolves matters in such a way that discriminatory conduct is discouraged.

Discriminatory Harassment Formal Procedures

The formal grievance procedure will follow the established College grievance procedures for all faculty and staff as outlined in the ABAC Policy Manual. The formal grievance procedure for students will follow the guidelines as set forth in this Handbook under “Student Grievance Policy and Procedures.”