



Administrative Policy

Policy Title: **Non-Discrimination**
Policy Number: 1712
Date Adopted: 12/1/2006
Version: 6.0
Review Cycle: Biannual
Date Last Reviewed: 9/19/2018
Office Responsible: Human Resources
Reviewing Committee: Workforce Committee
Related Policies:
Related Laws: Titles VI and VII of the Civil Rights Act of 1965, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, Equal Pay Act of 1963, Title VIII of the Public Health Service Act, Pregnancy Discrimination Act, Vietnam Era Veteran's Readjustment Act of 1974, Uniform Services Employment and Readjustment Act of 1994, Genetic Information Act of 2008, Americans with Disabilities Act, Sections 503 and 504 of the Rehabilitation Act.. Michigan Elliott-Larsen Civil Rights Act (Act 452 of 1976), Michigan Persons with Disabilities Civil Rights Act

Policy Summary: \ Non-Discrimination

It is the policy of Jackson College to comply with federal and state laws and regulations prohibiting discrimination, and to comply with all requirements and regulations of the U.S. and Michigan Department of Education. Jackson College is an equal opportunity employer.

Policy Statement

Jackson College does not discriminate in its programs and activities, including employment, on the basis of race, color, religion, national origin age, sex, height or weight, familial status, marital status, , sexual orientation, gender orientation, disability, veteran's status, pregnancy, genetic information or any other legally protected status under federal, state or local law. No act of retaliation shall occur to any person making a charge, filing a complaint, testifying or participating in any investigation of discrimination or related proceeding.

Any alleged violation of this policy will be processed as a complaint and promptly investigated.

The Jackson College policy on non-discrimination shall not be construed as creating a cause of action based upon discrimination in addition to those causes of action provided by state and federal law.

Discrimination Complaint Contact Information: The Jackson College discrimination and harassment complaint form is available on the Jackson College website at the following link, or can be obtained in the human resources office located in room 210 of the George E. Potter Center.

<http://www.jccmi.edu/humanresources/HRForms/Discrimination%20and%20Harassment%20Complaint%20Form.pdf>

For employee questions, concerns, complaints, or to request an employment related accommodation for a disability contact:

Vice President of Administration and Human Resources
George E. Potter Center, 2nd floor
Jackson College
2111 Emmons Road
Jackson, MI 49201
517.796.8403

For student questions, concerns or complaints, contact:

Student Ombudsman
Bert Walker Room 137
Jackson College
2111 Emmons Road
Jackson, MI 49201
517.796.1349

(or)

Vice President of Student Services
Bert Walker Room 106
Jackson College
2111 Emmons Road
Jackson, MI 49201
517.796.8409

To request accommodations for a disability as a student contact:

Center for Student Success
Bert Walker Room 138
Jackson College
2111 Emmons Road
Jackson, MI 49201
517.768.7008

Date Of Change	Version	Description of Change	Responsible Party
3/8/2012	2.0	Update	W. Hendry
8/29/2012	3.0	Annual review (LC Approval)	W. Hendry
12/2/2014	4.0	Biennial Updates	C. Allen
12/10/2015	5.0	Update for style guide	D. Schissler
9/12/18	6.0	Update	C. Allen