

NORTHWOOD TECHNICAL COLLEGE



ADMINISTRATIVE POLICY: G-112 & J-120

TITLE: [Non-Discrimination/Non-Harassment Compliance](#)

CROSS-REFERENCE(S):

G-111 (Administrative Policy – Disability Accommodation)
G-111A (Administrative Procedure – Disability Accommodation)
G-113 & J-121 (Administrative Policy – Unlawful Discrimination/Harassment/Sexual Harassment/Sexual Misconduct/Sexual Violence Complaints)
G-113A & J-121A & J-220A (Administrative Procedure – Title IX Unlawful Discrimination/Harassment/Sexual Harassment/Sexual Misconduct/Sexual Violence Complaints)
G-113B (Administrative Procedure - Unlawful Discrimination/Harassment/Sexual Harassment/Sexual Misconduct/Sexual Violence Complaints Grievance Procedure)
G-114 & J-114 (Administrative Policy – Sexual Violence Elimination Commitment)
G-115 (Administrative Policy – Timely Warning Notice and Immediate Notification)
G-115A (Administrative Procedure – Timely Warning Notice and Immediate Notification)
J-220 (Administrative Policy - Student Relations)
Title VI and VII of the Civil Rights Act of 1964
Title IX of the Education Amendments of 1972, as amended
Section 504 of the Rehabilitation Act of 1973
Title II of The Americans with Disabilities Act of 1990, as amended
The Americans with Disabilities Act Amendments Act of 2008
Wisconsin Fair Employment Law, Section 111.31-39
1993 Wisconsin Act 427, effective May 7, 1994
Equal Pay Act of 1963, as amended
Age Discrimination in Employment Act
Higher Education Act of 1965, § 485(f) (20 U.S.C. § 1092(f))
Clery Act, as amended, Sexual Violence Elimination Act (SaVE Act) as authorized by Violence Against Women Reauthorization Act
Unlawful Discrimination/Harassment/Sexual Harassment/Sexual Misconduct/Sexual Violence Complaint Form ([Complaint Form](#))
Report an Incident/Misconduct at <https://www.northwoodtech.edu/about/safety-and-security/file-a-report/file-an-incident-misconduct-report>

Northwood Technical College (Northwood Tech or the College) does not discriminate on the basis of race, color, ancestry, religion, sex, service in the uniformed services, veteran status, national origin, age, disability, sexual orientation, marital or family status, pregnancy, pregnancy-related conditions or status in any group protected by federal, state or local law in employment, admissions or its programs, services or activities in compliance with Title VI and VII of the Civil Rights Act of 1964 (Title VI, VII), Title IX of the Education Amendments of 1972 (Title IX) and Section 504 and Section 508 of the Rehabilitation Act of 1973 and Title II of The Americans with Disabilities Act of 1990, as amended (Section 504/Title II) and The Americans with Disabilities Act Amendments Act of 2008 (Amendments Act), Clery Act, as amended, Sexual Violence Elimination Act (SaVE Act) as authorized by Violence Against Women Reauthorization Act, and the Higher Education Act of 1965, § 485(f) (20 U.S.C. § 1092(f)).

Equal Opportunity Employment includes, but is not limited to, the following areas: recruitment, selection, hiring, training, promotion, transfer, layoff, retention, return from layoff, compensation and fringe benefits, terminations, certification, testing and committee/team appointments.

The Policy of Non-Discrimination/Non-Harassment Compliance is a key to the overall commitment of the College to equal employment and equal educational opportunity and directs the College in making decisions relating to the College facilities, employment of personnel, selection of educational materials, equipment, curriculum, and regulations affecting students and placement of qualified minorities at all levels of employment when deficiencies exist through affirmative action and providing reasonable accommodations for students and employees with disabilities.

The Director, Human Resources, 1900 College Drive, Rice Lake WI 54868, 715.645.7042, amanda.gohde@NorthwoodTech.edu has been designated to oversee compliance with federal and state statutory and regulatory requirements related to equal employment and equal educational opportunities including Title IX, Title VI, Title VII, Section 504, Section 508, Title II, Clery Act, as amended, Sexual Violence Elimination Act (SaVE Act) as authorized by Violence Against Women Reauthorization Act, the guidance supplied by Department of Education, Office of Civil Rights and to handle inquiries, investigations and resolve complaints regarding the College's equal opportunity and non-discrimination/non-harassment policies for students, employees and student/employee applicants: Employees and students may also report complaints to law enforcement as appropriate.

To insure compliance with the intent of state laws and regulations and the guidance supplied by the Office of Civil Rights, procedures for resolving complaints/grievances have been adopted by the College.

Complaints of alleged acts of unlawful discrimination and/or unlawful harassment which are in violation of the non-discrimination/non-harassment policy under which the College operates shall be filed directly with the Director, Human Resources who has been designated the Equal Opportunity/Affirmative Action Officer and Title IX Coordinator for the College. All complaints or reports of alleged acts or charges will be handled under the developed procedures that will include, but are not limited to, taking immediate action to eliminate the acts or actions in violation of the Policy, preventing its recurrence, addressing its effects, publishing a notice of non-discrimination, adopting and publishing complaint procedures and ensuring College employees are trained to respond to issues/complaints promptly and equitably.

Individuals who engage in unlawful discriminatory and/or unlawful harassment practices are subject to disciplinary action up to and including termination of employment or expulsion.

For more information on types of unlawful discrimination/harassment/sexual harassment/sexual misconduct/sexual violence examples, rights and responsibilities, and the complaint/grievance procedures, please contact the College's Director, Human Resources/Equal Opportunity/Affirmative Action Officer and Title IX Coordinator, Amanda Gohde at amanda.gohde@NorthwoodTech.edu.

Reference: This policy requires **Board approval** per Wisconsin Technical College System Methods of Administration requirements and the regulations promulgated by the authority of Title VI and VII of the Civil Rights Act of 1964
Title IX of the Education Amendments of 1972, as amended
Section 504 of the Rehabilitation Act of 1973
Title II of The Americans with Disabilities Act of 1990, as amended
The Americans with Disabilities Act Amendments Act of 2008
Wisconsin Fair Employment Law, Section 111.31-39
1993 Wisconsin Act 427, effective May 7, 1994
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Clery Act, as amended, Sexual Violence Elimination Act (SaVE Act) as authorized by Violence Against Women Reauthorization Act

Questions regarding this policy should be directed to Human Resources.

Policy Adopted: February 19, 1976

Policy Revised: July 10, 1978
January 1, 2000
April 5, 2005
August 7, 2012 (incorporated J-111 & G-111)
August 12, 2014
July 28, 2015
August 16, 2021
August 15, 2022

Policy Reviewed: August 15, 2016
August 21, 2017
August 20, 2018
June 11, 2019
July 8, 2019 (Board)
August 17, 2020 (revisions made in conjunction with legal counsel on 8/3/20)



PRESIDENT
NORTHWOOD TECHNICAL COLLEGE