

STUDENT HARASSMENT OR DISCRIMINATION GRIEVANCE PROCEDURE

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 his or her 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 (Dr. Dale Buckles: 270-706-8431, 100A RPC dale.buckles@kctcs.edu) or other college administrator. Such complaints shall be handled in accordance with the Sexual Misconduct Procedure.

The Chief Student Affairs Officer (CSAO) (Dr. Dale Buckles: 270-706-8431, 100A RPC dale.buckles@kctcs.edu) shall be responsible for investigating student discrimination grievances. If appropriate, this shall be conducted in collaboration with the college human resources director.

1. If a student thinks that he/she has been discriminated against, the student shall inform the CSAO or his/her designee within thirty (30) calendar days of the occurrence of the alleged incident. The CSAO or his/her designee shall conduct a preliminary investigation of the discrimination grievance.
2. The student, CSAO 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.

To view the entire KCTCS Code of Student Conduct, go to the following web address: <https://elizabethtown.kctcs.edu/about/media/pdfs/college-at-a-glance/policies-procedures/code-of-student-conduct.pdf>

To view more about Student Harassment and Misconduct, go to the following web address: <https://elizabethtown.kctcs.edu/about/student-life/title-ix-policy-procedures.aspx>