



# Title IX

## Fall 2024 Faculty Orientation

### **Presenters:**

Justin Douds, Vice President for Policy and  
General Counsel

&

Shaundricka Ranel, Sr. Director of Policy,  
Compliance, and Title IX



## Title IX of the Education Amendments of 1972

Federal law prohibiting discrimination on the basis of sex in federally funded programs

*“No **person** in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”*

# Title IX Team



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**Annex B – Largo campus**

**Any Title IX inquiry or complaint may be submitted to the following email address, 24/7: [TitleIX@pgcc.edu](mailto:TitleIX@pgcc.edu)**

# Title IX Protections

## **Discrimination** on the Basis of Sex

- Access to course offerings
- Athletics and extracurricular activities
- Employment and Hiring
- Discipline
- Facilities
- Financial assistance
- Treatment of pregnancy and parenting students
- Recruitment, Admissions, and Counseling

## **Harassment** on the Basis of Sex

- Dating violence
- Domestic Violence
- Hostile Environment
- Quid pro quo
- Retaliation
- Sexual Assault, which includes rape, fondling, sodomy, incest, sexual assault with an object, and statutory rape
- Stalking

# Title IX Protections

## Who is Protected?

- Students, including minors students
- Employees
- Prospective students
- Applicants for employment

## Where are they Protected?

- In PGCC's education programs or activities
  - On school grounds
  - On school-sponsored trips in the U.S.
  - On PGCC's networks, technology, and equipment
  - Outside of PGCC's programs and activities if conduct is contributing to a hostile environment at PGCC

# Title IX Reporting Obligations

All PGCC employees\*, except “confidential employees” are mandatory reporters.

## Title IX: **Mandatory Reporter\*\***:

- Must **promptly** notify the Title IX Coordinator of **actual** or **suspected** allegations of sex discrimination AND
- Must provide the Complainant with the Title IX Coordinator’s contact information and information on how to make a complaint of sex discrimination

## Title IX: **Confidential Employees**

- Are prohibited from reporting actual or suspected sex discrimination or retaliation to the Title IX Coordinator in a way that identifies those involved;
- Must provide the Title IX Coordinator’s contact information;
- Must explain how to make a complaint of sex discrimination; AND
- Must explain that the Title IX Coordinator may be able to offer and coordinate supportive measures.

\*PGCC employees includes student-employees

\*\* In combination with Maryland mandated reporter laws

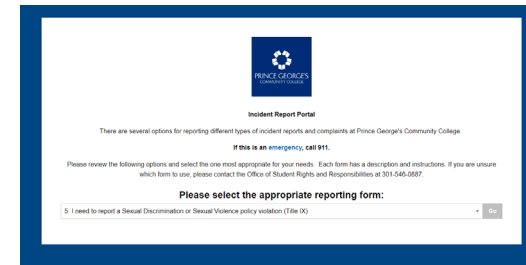
# Confidential Employees

The following are Confidential Employees:

- **For students:** Mental Health and Wellness Center employees and staff (including student-employees), located at Bladen Hall, Room 132, 301 Largo Road, Largo, MD 20774-2199, Phone:(301) 546-0845 (weekdays, 8:30 a.m.-4:30 p.m.), Email: [CounselingServices@pgcc.edu](mailto:CounselingServices@pgcc.edu)
- **For employees:** Equity, Culture, and Talent's Total Rewards employees, located at Annex B, 301 Largo Road, MD, 20774-2199. Phone: (301) 546-0680 (weekdays, 8:30a.m. – 4:30p.m.), Email: [ECT-Benefits-Comp@pgcc.edu](mailto:ECT-Benefits-Comp@pgcc.edu).

# Title IX Reporting Options

- Verbal, in-person, or written notice to the Title IX Coordinator, 24/7, at:
  - Office location: Kent Hall 133-Largo Campus
  - By calling 301-546-7011
  - Email: [TitleIX@pgcc.edu](mailto:TitleIX@pgcc.edu)
- Submit an online complaint with the Title IX Reporting Form located on the Prince George's Community College website under the “Complaint Form and Incident Report” link, option 5
- **Anonymous reports** are accepted via the online Title IX reporting form



The screenshot shows the 'Incident Report Portal' for Prince George's Community College. It includes the college's logo and text stating: 'There are several options for reporting different types of incident reports and complaints at Prince George's Community College. If this is an emergency, call 911. Please review the following options and select the one most appropriate for your needs. Each form has a description and instructions. If you are unsure which form to use, please contact the Office of Student Rights and Responsibilities at 301-546-0887. Please select the appropriate reporting form:'. A dropdown menu is visible with the selected option: '5. I need to report a Sexual Discrimination or Sexual Violence policy violation (Title IX)'.



# How to Respond to a Title IX Disclosure

Offer verbal support

Inform Complainant of mandatory reporting obligation

Provide Complainant with Title IX Coordinator contact information

Guide Complainant to Title IX website and how to submit a Title IX complaint/inquiry

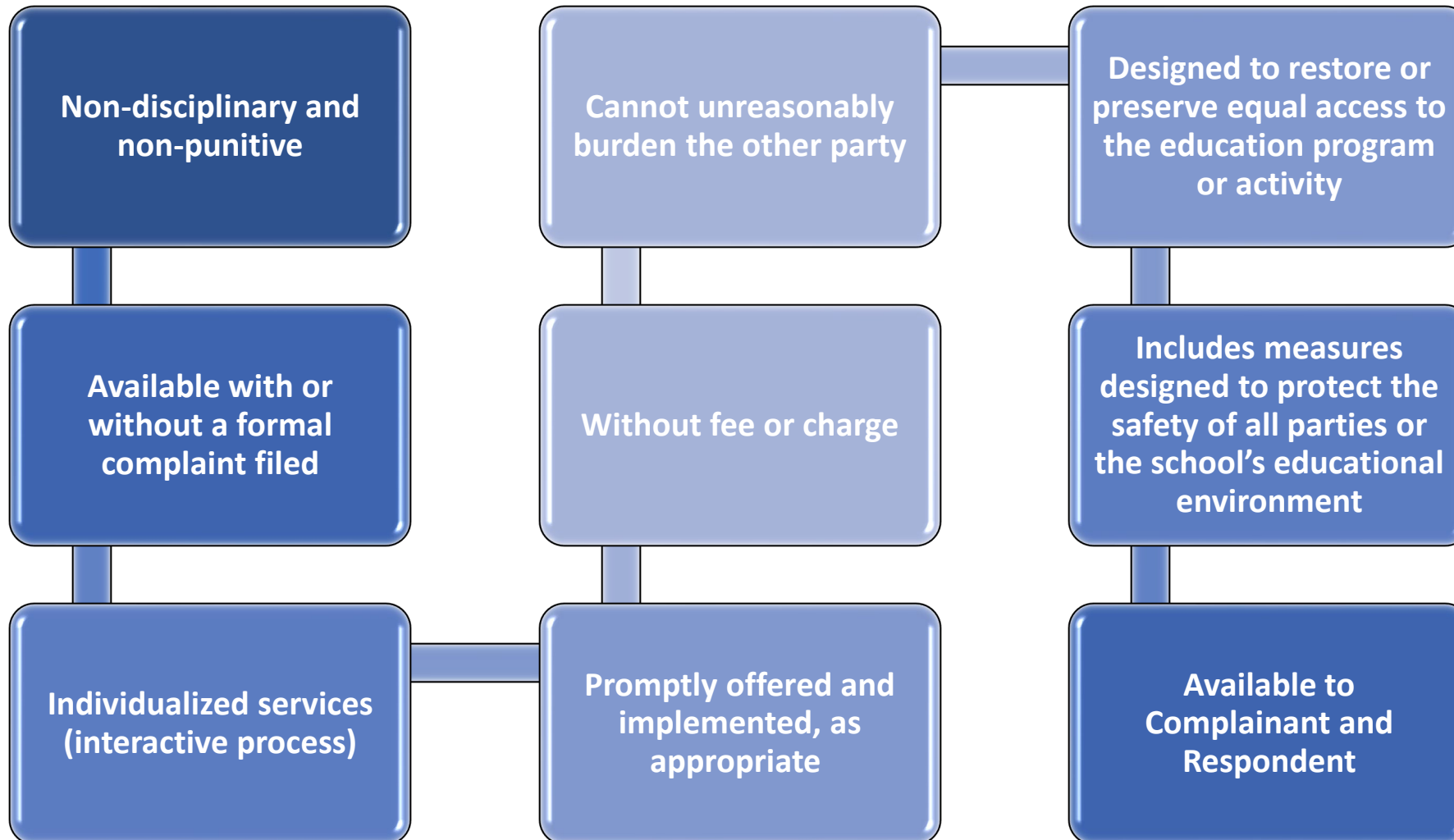
You notify Title IX Coordinator

# What happens if PGCC employee notifies the Title Coordinator of alleged sex discrimination?

- Title IX Coordinator assesses whether allegation is within Title IX jurisdiction by:
  - Speaking with reporter and/or Complainant
  - Asking questions to learn the who/what/when/where/how of the situation
  - Thought-partner on next steps
- If within Title IX jurisdiction, the Title IX Coordinator meets with Complainant to:
  - Offers supportive measures
  - Notify of complaint process
  - Notify of informal resolution options, if applicable
  - Gives option to file complaint\*
  - Does not require Complainant to file police report

\*While the Title IX Coordinator will make efforts to respect Complainant's wishes regarding a complaint, the Title IX Coordinator will evaluate to determine if there is a serious and imminent threat to someone's safety or if the College cannot ensure equal access without initiating a complaint.\*

# Supportive Measures Defined



# Supportive Measures Examples\*

## Students and Employees

- Safety planning
- Notification of available medical services or resources on campus and within the community
- Escort between locations on-campus
- Increased security and monitoring of certain areas of the school campus
- Leaves of absence

## Employees

- Altering work arrangements including department transfers
- Offering employment support, which may include supervisors considering the reallocation of tasks or provision of additional supports and providing regular check-ins related to reallocated tasks
- Employee Assistance Program

## Students

- Offering academic support, including extension in deadlines, tutoring, providing alternative course completion options (with the agreement of the appropriate faculty), transfer in class section (with the agreement of the appropriate faculty), or class schedule modifications
- Offering access to counseling services through PGCC's Mental Health and Counseling Services

\*PGCC does not have the authority to change, alter, or modify local, state, or federal requirements or deadlines

# Gender Inclusivity

# Title IX: Gender Identity and Expression Inclusion

**Title IX provides protections for persons (students and employees) who identify as LGBTQIA+**

**On the Basis of Sex:** The actual or perceived sex, gender, gender identity or expression, or sexual orientation of another person.

## **Best Practices:**

- Protect person's privacy by avoiding non-consensual disclosure of their gender status
- Do not intentionally deadname or misgender another person by honoring the usage of a person's name and pronouns
- Permit all persons to participate in sex-segregated activities and use sex-segregated facilities (including bathrooms, locker rooms, and overnight accommodations) in accordance with their gender identity
- Do not ask questions or ask for documentation of gender identity in order to access restrooms
- Restrict transgender or gender-non-confirming individuals to segregated facilities
- Bring questions to the Title IX Coordinator for support

# All Gender Restroom Locations

The following restrooms may be used by any person regardless of their gender identity or expression:

- Accokeek Hall 200J and 200K
- Bladen Hall 132
- Center for Health Studies 1410 and 2412
- Center for Performing Arts 102
- Chesapeake Hall 100B
- Culinary Arts Center 124
- Lanham Hall 119
- Novak Field House 118

All gender restroom locations are listed at the bottom of the [PGCC Title IX webpage](#)

# Pregnancy and Related Conditions



# Pregnancy and Related Conditions

- Pregnancy and related condition including pregnancy, childbirth, termination of pregnancy, or lactation; related medical conditions; and recovery therefrom
- Students who are pregnant or have related conditions are eligible for reasonable modifications, upon request
- Students are not required to share their pregnancy with faculty, but in sharing the student can be offered reasonable modifications
- Pregnancy and related condition reasonable modifications cannot be granted retroactively.
- Student must be self advocates and proactive

# Reasonable Modification Defined

- Changes in the academic environment or typical operations that enable pregnant students or students with related conditions to continue to pursue their studies and have equal access to the education program of the college.
- Voluntary
- Individualized



# Reasonable Modification Examples

- Breaks during class to express breast milk, breastfeed, or attend to health needs associated with pregnancy or related conditions, including eating, drinking, or using the restroom
- Intermittent absences to attend medical appointments
- Changes in schedule
- Time extensions for coursework and rescheduling of tests and examinations
- Allowing a student to sit or stand, or carry or keep water nearby
- Changes in physical space or supplies (for example, access to a larger desk or a footrest)
- A larger uniform or other required clothing or equipment
- Leave of absence
- Allowing frequent trips to the restroom, when necessary
- Implementing incomplete grades for classes that will be resumed at a future date

# Pregnancy and Related Conditions: Employee Response

DO	DO NOT
Listen and respond with empathy	Inquire as to whether a person is pregnant or assume the student's medical situation
Provide the student with the Title IX Coordinator's contact information and that the Title IX Coordinator can help take specific actions to assist in ensuring equal access to the College's education program and activity	Send the student to the Mental Health & Wellness Center
Support the student in how they choose to pursue their education while pregnant and post-pregnancy	Imply or state that the student should consider withdrawing
Work collaboratively with the student to determine the <u>proactive</u> reasonable modification that can be taken	Grant the student a reasonable modification that violate PGCC's policies and/or procedures
Inform student that faculty are not authorized to handle student's medical documentation, but doctor's notes are fine	Request, accept, or require student medical documentation
Contact the Title IX Coordinator	Ignore the student's disclosure

# Title IX Employee Reporting Obligations for Pregnancy and Related Conditions

**All Employees** who become aware of a student's pregnancy or related condition

- Must provide the Title IX Coordinator's contact information;
- Must communicate that the Title IX Coordinator can help take specific steps to ensure equal access to their education program and activity

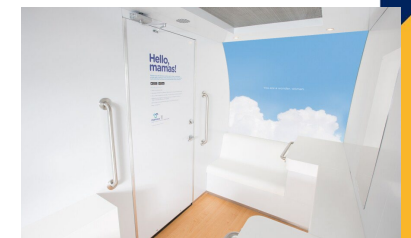
# Lactation Spaces

The College provides students and employees with access to lactation spaces that are private, functional, clean, secure, and safe. All spaces are equipped with seating, a table, and electrical outlets. Nursing parents will need to provide their own pump. All lactation space users are expected to clean up after each use.

Lactation spaces are located in the following locations:

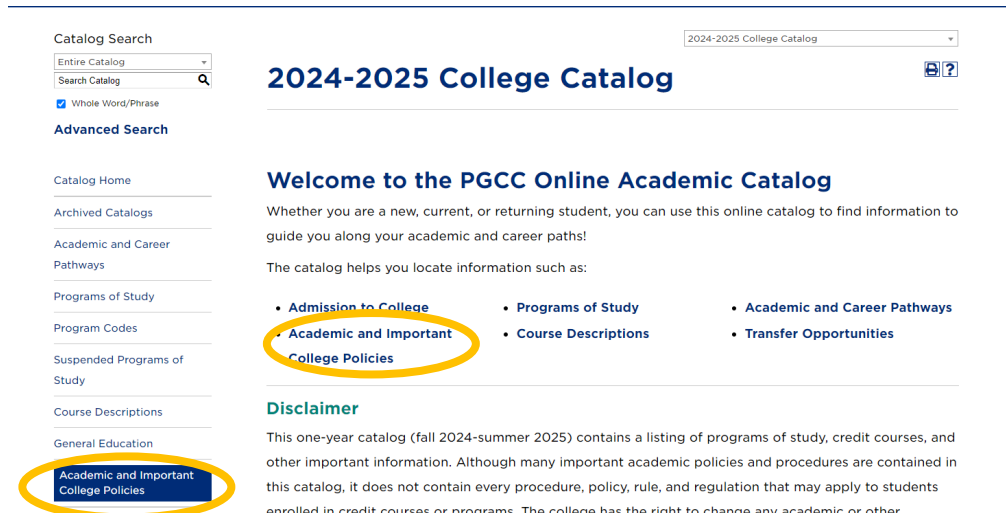
- Largo Campus - Lanham Hall, 1st floor, Mamava Pod\*
- Largo Campus - Center for Health Studies, 2nd floor, Mamava Pod\*
- University Town Center - Student Lounge, Lower Level, Mamava Pod\*
- Laurel College Center, Room 514

\*Mamava Pods require the download of the Mamava mobile application prior to use.



# Title IX: Syllabus Statement

- Title IX Notice for the syllabus statement are located in the College Catalog under “Academic and Important College Policies”



Catalog Search 2024-2025 College Catalog

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Search Catalog

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**Advanced Search**

Catalog Home

Archived Catalogs

Academic and Career Pathways

Programs of Study

Program Codes

Suspended Programs of Study

Course Descriptions

General Education

**Academic and Important College Policies**

## 2024-2025 College Catalog

### Welcome to the PGCC Online Academic Catalog

Whether you are a new, current, or returning student, you can use this online catalog to find information to guide you along your academic and career paths!

The catalog helps you locate information such as:

- Admission to College
- **Academic and Important College Policies**
- Programs of Study
- Course Descriptions
- Academic and Career Pathways
- Transfer Opportunities

#### Disclaimer

This one-year catalog (fall 2024-summer 2025) contains a listing of programs of study, credit courses, and other important information. Although many important academic policies and procedures are contained in this catalog, it does not contain every procedure, policy, rule, and regulation that may apply to students enrolled in credit courses or programs. The college has the right to change any academic or other

- Academic Complaints
- Academic Forgiveness Policy
- Academic Integrity
- Academic Standing
- Accessible Transportation
- Assignment of Credit Hours
- Changes of Program/Not Applicable Courses
- Class Attendance and Participation
- Code of Academic Integrity
- Code of Conduct
- College Central Network (CCN)
- Community in Unity Civility Pledge
- Dean's List
- Designated Reporting Authorities
- Different Ways to Take Courses
- Disability Support Services
- Disruption of Class
- Emergency College Closings/Delayed Openings
- Enrollment Verifications
- Equal Employment Opportunity and Non-discrimination Policy
- Falsification of Records
- Grades and Grading Policies
- Graduation Requirements
- Records Policy (FERPA)
- Repeated Courses
- Smoke and Tobacco-Free Campus
- Special Admission Policy: Nursing and Allied Health
- Student Course Loads
- Student Email
- Student ID Cards
- Student Residency Policy
  - As it applies to Veterans Tuition and Fees
- Transcripts
- **Title IX**
  - Complaint and Grievance Process
  - Pregnancy and Post-Pregnancy Related Complications
- Withdrawal from Classes

# Title IX Information

## Title IX

Prince George's Community College is committed to providing an educational and employment environment that is free from discrimination based on sex and retaliation. The College, as a recipient of federal financial assistance, is subject to Title IX of the Education Amendments of 1972, as amended (Title IX). It is College policy not to discriminate on the basis of sex in its educational programs or activities, including admissions and employment. Title IX prohibits sex discrimination based on actual or perceived characteristics of sex, gender, gender identity, gender expression, or sexual orientation, which includes domestic violence, and dating violence, sexual assault, stalking, and retaliation.

To ensure compliance with federal, state, and local civil rights laws and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the education program or activity, the College's Sexual Harassment, Sexual Misconduct, and Sex Discrimination Policy (031014) and Title IX: Sex Discrimination Procedure (031014CP) provide for prompt, fair, and impartial resolution of all allegations of sex discrimination or retaliation. The College will act on any notice, complaint, or knowledge of a potential violation of this policy or procedure that is received.

### Title IX webpage includes:

- Title IX Coordinator and Title IX Deputy contact information
- Title IX procedure
- Title IX complaint form
- Pregnancy and related conditions rights information
- Training and resources
- All gender restroom locations
- Lactation space locations

Available at [www.pgcc.edu](http://www.pgcc.edu), search "Title IX"



# Questions

Email [TitleX@pgcc.edu](mailto:TitleX@pgcc.edu) or call 301-546-7011

