SUNYADIRONDACK

Policy Title: Annual Notification of Non-Discrimination Notice
Document #: 3008
Effective Date: 6/30/23
Category: Legal and Compliance
Responsible Office: Diversity

This policy applies to: Employees, Affiliated Entity Employees, Students

Table of Contents:

Summary:

SUNY Adirondack, in accordance with federal and state laws and regulations, prohibits discrimination and harassment, including sexual harassment and sexual violence. These laws include the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 as Amended by the Equal Employment Opportunity Act of 1972, Pregnancy Discrimination Act of 1978 and the New York State Human Rights Law.

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Policy:

The College will meet the minimum requirements of the U.S. Department of Education, Office for Civil Rights for annual public notice at the beginning of each year, advising students, parents, employees and the general public in the catchment area that instruction and employment are offered without regard to race, color, national origin, sex or disability. The notice must be presented in such a manner that persons with impaired vision can also obtain the information.

The annual non-discrimination notice must include three elements:

1. a statement specifying the bases for non-discrimination;
2. a brief summary of program offerings and admissions criteria; and
3. the name/title, address and phone number of the person(s) designated to coordinate compliance under Title IX and Section 504.

Annually, in September, the College will notify the campus community of its non-discrimination notice by:

1. posting in the local newspaper in the College's service area;
2. disseminating to all students and employees via email; and
3. maintaining website pages with the notice and complaint/grievance procedure.
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Definitions:

Affiliated Entity. Per the Board of Trustees Policy Manual Section 9.1 - 9.3, the purpose, relationship, responsibility and agreements between the SUNY Adirondack Foundation, Faculty-Student Association and the Adirondack Housing Association, are outlined.

College. Use of this term explicitly refers to Adirondack Community College and/or the College's legal acceptable short name, SUNY Adirondack.
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Other Related Information:

U.S. Department of Education Office for Civil Rights Notice of Non-Discrimination
https://www2.ed.gov/about/offices/list/ocr/docs/nondisc.html

Non-Discrimination and Anti-Harassment Policy #3306
N:/Policies, Processes, Procedures and Guidelines/Human Resources/#3306 Non-Discrimination and Anti-Harassment.pdf

Discrimination and Sexual Harassment Complaints Policy #3309
N:/Policies, Procedures, Processes and Guidelines/Legal and Compliance/ #3309 Discrimination and Sexual Harassment Complaints
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Processes and Procedures:

Director of Marketing and Communication
　　　Annually, in September, the Notice of Non-Discrimination will be posted in the local newspaper, in print and online formats. Website pages will be maintained with current, accurate information at https://www.sunyacc.edu/notice-non-discrimination and
https://www.sunyacc.edu/civil-rights-discrimination-complaintgrievance-procedure.

Chief Diversity Officer
　　　Annually, in September, an email with the Notice of Non-Discrimination will be sent to the alluser distribution list.

Dean for Student Affairs
　　　Annually, in September, an email with the Notice of Non-Discrimination will be sent to all students via email.
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Forms:
There are no related forms relevant to this policy.
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Authority:
Authority to Approve: President
Responsible for Oversight: Chief Diversity Officer
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History:

This is the first Annual Notification of Non-Discrimination Notice policy. The President approved the policy on 6/14/23.

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Review:

Annually in July.

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Appendices:

None.