



## **BP 3430 Prohibition of Harassment**

### References:

Education Code Sections 212.5, 44100, 66252, and 66281.5;  
Government Code Sections 12923, 12940, and 12950.1;  
Title 2 Sections 10500 et seq.;  
Title VII of the Civil Rights Act of 1964, 42 U.S. Code Annotated Section 2000e  
Age Discrimination in Employment Act of 1967 (ADEA);  
Americans with Disabilities Act of 1990 (ADA)

1. All forms of harassment are contrary to basic standards of conduct between individuals. State and federal law and this policy prohibit harassment, and the District will not tolerate harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of unlawful harassment, including that which is based on any of the following statuses: race, ethnicity, religious creed, color, national origin, immigration status, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, or sexual orientation, or military and veteran status, or because he/she/they is perceived to have one or more of the foregoing characteristics.
2. The District seeks to foster an environment in which all employees, students, unpaid interns, and volunteers feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. The District will investigate all allegations of retaliation swiftly and thoroughly. If the District determines that someone has retaliated, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.
3. Any student, employee, unpaid intern, or volunteer who believes that he/she/they has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in Administrative Procedure 3435 Discrimination and Harassment Complaints and Investigations. The District requires administrative employees to report all incidents of harassment and retaliation that come to their attention.
4. This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment,

including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

5. The CEO shall ensure that the institution undertakes education and training activities to counter discrimination and to prevent, minimize, or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.
6. Examples of education and training include:
  - a. conducting periodic assessments of student activities to ensure that the practices and behavior of students do not violate the school's policies against all forms of harassment and against violence;
  - b. investigating whether any other students also may have been subjected to harassment or violence;
  - c. investigating whether school employees with knowledge of allegations of harassment or violence failed to carry out their duties in responding to those allegations;
  - d. conducting, in conjunction with student leaders (elected ASG officers), a school or campus climate check to assess the effectiveness of efforts to ensure that the school is free from all forms of harassment and violence, and using the resulting information to inform future proactive steps that will be taken by the school.
7. The CEO shall establish procedures that define harassment on campus (Administrative Procedure 3430). The CEO shall further establish procedures for employees, students, unpaid interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination (Administrative Procedure 3435). State and federal law and this policy prohibit retaliatory acts by the District, its employees, students, and agents.
8. The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) to administrators, faculty, staff, students, unpaid interns, and volunteers particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedure for making complaints) in all administrative offices and will post them on the District's website.
9. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the internship or other unpaid work experience program.

Board Approved 3/24/21

Next review date spring, 2027

See Administrative Procedures:

3410 – Discrimination

3430 – Prohibition of Harassment

3435 – Discrimination & Harassment Investigations