

# COMPLIANCE STATEMENT

## Non-Discrimination Policies and Procedures

### Equal Opportunity in Programs, Services and Activities

City Colleges of Chicago does not discriminate on the basis of race, color, national origin, ethnicity, gender, age, religion, citizenship, sexual orientation, marital status, disability, veteran status, genetic information, pregnancy, membership or lawful participation in the activities of any organization, or the exercise of rights guaranteed by local, state, or federal law with respect to hire, terms and conditions of employment, continued employment, admissions, or participation in Board programs, services, or activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990 and the Amendments Act, Section 504 of the Rehabilitation Act of 1973, Title VI or Title VII of the Civil Rights Act of 1964, and other applicable statutes and City Colleges of Chicago policies. The EEO Office is responsible for investigating and responding to equal opportunity concerns, including sexual harassment, of CCC employees, applicants for employment, students or applicants for admission or any other person.

Complaints of discrimination or harassment may be made by or against employees, students, or other participants in Board programs, activities, or services. Any person who believes that he or she has suffered from a violation of CCC's equal opportunity policies with respect to discrimination or harassment may file a complaint with the District's EEO Office.

Complaints must be in writing and filed within 180 days of the discriminatory or harassing act. All complaints must be directed to the:

EEO Office  
Office of Human Resources and Staff Development  
180 N. Wabash Avenue, 2nd Floor  
Chicago, Illinois 60601  
or at [eeofficer@ccc.edu](mailto:eeofficer@ccc.edu)

For information regarding the EEO Policy and procedures, please contact the EEO Office at (312) 553-2865.

The complete text of the District's non-discrimination policy is contained in the Student Policy Manual. Copies of the City Colleges of Chicago Equal Opportunity Complaint Procedures and the Discrimination Complaint Form are available in the District Office, Office of Human Resources at the above address, and in the Personnel Office at each of the seven City Colleges of Chicago locations. CCC's non-discrimination policies, and complaint procedures and form are also available on the CCC website at [www.ccc.edu/departments/Pages/Equal-Opportunity-Office-\(EEO\).aspx](http://www.ccc.edu/departments/Pages/Equal-Opportunity-Office-(EEO).aspx) ([http://www.ccc.edu/departments/Pages/Equal-Opportunity-Office-\(EEO\).aspx](http://www.ccc.edu/departments/Pages/Equal-Opportunity-Office-(EEO).aspx)).

### Prohibition Against Retaliation and Intimidation

Retaliation against and/or intimidation of employees, students, program participants, witnesses or any other persons who make complaints or who cooperate in EEO investigations is strictly prohibited. Anyone who feels he or she is the victim of retaliation or intimidation should contact the EEO Office to report such incidents immediately.

### Smoke-Free Workplace

City Colleges of Chicago is a smoke-free environment.

### Prohibition on Unlawful Drug and Alcohol Use

City Colleges of Chicago prohibits the use or distribution of alcoholic beverages in or on college property, or in conjunction with any college activities, except as authorized by state law and specifically approved by the college president or the chancellor. The unlawful manufacture, distribution, dispensation, use or possession of controlled substances (as defined in the Controlled Substances Act, 21 U.S.C. 812, section 202, schedules I through V) in or on college property is strictly prohibited.

The Board of Trustees of the Community College District No. 508, is governed by the Illinois Public Community College Act, (110 ILCS 805/1-1, et seq.) and the Rules for the Management and Government of City Colleges of Chicago, with any amendments enacted or thereafter. A student or employee who is found to be in violation of the above stated prohibitions will be subject to disciplinary action, up to and including expulsion and/or dismissal from employment.

### Privacy of Educational Records

City Colleges of Chicago complies with the Family and Educational Records Protection Act with respect to students' right of access to their educational records and the disclosure of educational records to third parties. For more information, please visit [www.ccc.edu/menu/Pages/ccc\\_ferpa\\_compliance.aspx#legal](http://www.ccc.edu/menu/Pages/ccc_ferpa_compliance.aspx#legal) ([http://www.ccc.edu/menu/Pages/ccc\\_ferpa\\_compliance.aspx#legal](http://www.ccc.edu/menu/Pages/ccc_ferpa_compliance.aspx#legal)).

### Disclaimer

Information contained in this catalog is for informational purposes only and is subject to change by the Board of Trustees of Community College District No. 508 (City Colleges of Chicago). The catalog contains information regarding City Colleges of Chicago, which is current as of the time of publication. It is not intended to be a complete description of all City Colleges of Chicago policies and procedures, nor is it intended to be a contract. This catalog and its provisions are subject to change at any time without advance notice.