

**Policy Type:** General Administrative  
**Policy Title:** Grievance Procedure – Sex Discrimination  
**Policy Number:** GA-11

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**Purpose:**

To insure equal opportunity without regard to sex in all areas of admission, education, application for employment, and employment.

**Scope:**

Any applicant for admission, enrolled student, applicant for employment or employee of Green River Community College

**Policy or Procedure:**

WAC 132J-300-010 Grievance procedure -- Sex discrimination. Title IX. Statement of policy (as required by Section 86.8(a) of Title IX). Green River Community College is covered by Title IX prohibiting sex discrimination in education. It is the policy of Green River Community College to insure equal opportunity without regard to sex in all areas of admission, education, application for employment, and employment.

(1) Grievance procedure (as required by Section 86.8(b) of Title IX). Any applicant for admission, enrolled student, applicant for employment or employee of Green River Community College who believes he/she has been discriminated against on the basis of sex may lodge a formal institutional grievance by:

(a) Step 1. Informal meeting. Requesting an informal meeting with the individual believed to have committed the discriminatory act and attempt to informally resolve the concern.

(b) Step 2. Title IX official hearing. If not satisfied by the results of the informal meeting, the complainant may request in writing, stipulating the specific grievance(s), a meeting with the college Title IX officer will have arranged a meeting and reported the findings, in writing, to both the complainant and the person to whom the complaint is directed. It shall be at the discretion of the complainant to determine whether the Title IX officer will meet with each party separately or in a single meeting.

If the complainant requests a single meeting, that meeting shall be attended by the complainant, the person to whom the complaint is directed and the Title IX officer who will chair the meeting.

(c) Step 3. Presidential appeal. If the complaint is not resolved as a result of the hearing conducted by the Title IX officer, either the complainant or the person to whom the complaint is directed may request an appeal to the college president in writing within 10 days after receiving the written results of Title IX official hearing. Within 15 days after receiving the written request,

the college president or the president's designee will conduct the presidential appeal hearing and report the findings in writing to both the complainant and the person to whom the complaint is directed.

(i) The college president or designee, the Title IX officer, the complainant and the person to whom the complaint is directed shall attend the presidential appeal hearing. The college president or presidential designee shall preside.

(ii) Either the complainant or person to whom the complaint is directed may have witnesses present at the discretion of the person presiding.

(iii) The written findings of the presidential appeal will be considered final. No further intra-institutional appeal exists.

(2) If desired, inquiries or appeals beyond the institutional level may be directed to: Regional Director, Office of Civil Rights, HEW, 1321 Second Avenue, Seattle, WA 98101; The Equal Opportunity Commission, 705 Second Avenue, Seattle, WA 98101; Human Rights Commission, 402 Evergreen Plaza Building, 7th and Capitol Way, Olympia, WA 98504.

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**Specific Authority:** Order 76-5, § 132J-300-010, filed 6/25/76

**Law Implemented:**

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**History of Policy or Procedure**

Draft:

Adopted: June 25, 1976

Revised: April 5, 2005

Reviewed by:

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