

**From:** [Compliance Office](#)  
**To:** [Compliance Office](#)  
**Bcc:** [All Employees Dynamic Grp](#); [Walker, Krista L](#); [Duggan, Victoria A](#); [Adams, Maria T](#)  
**Subject:** Equal Employment and Education Non-Discrimination Notice  
**Date:** Thursday, January 28, 2021 3:16:12 PM  
**Attachments:** [Equal Employment and Education Non-Discrimination Notice - Spring 2021.pdf](#)

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Memorandum

**To:** Montgomery College Employees  
**From:** Krista Leitch Walker, Vice President/Chief Human Resources Officer  
Vicki Duggan, Chief Compliance, Risk, and Ethics Officer  
**Subject:** **Equal Employment and Education Non-Discrimination Notice**  
**Date:** January 28, 2021

Greetings and welcome back!

As we begin the spring semester and continue with remote work and online classes, the Office of Human Resources and Strategic Talent Management would like to remind the community of the College's commitment to diversity, inclusion, equal employment, and equal education opportunities.

To that end, the Board of Trustees has implemented several policies and procedures which foster and enhance an environment in which all persons have opportunity for employment, participation in academic programs, and College activities free from discrimination and harassment.

The College's policies and procedures are compliant with all federal, state and local protections for individuals, and prohibit discrimination based on disability, age, citizenship, national origin, race, color, creed, religion, veteran status, gender, gender identity, sexual orientation, genetic information, and marital status. The relevant policies are as follows:

- [Sexual Misconduct Policy and Procedure \(31001\)](#)
- [Hate/Violence Activity Policy and Procedure \(31002\)](#)
- [Equal Employment Opportunity and Non-Discrimination Policy and Procedure \(31006\)](#)
- [Affirmative Action Policy \(31007\)](#)
- [Consensual Relationships Policy and Procedure \(31106\)](#)
- [Employment of Individuals with Disabilities Policy and Procedure \(32106\)](#)
- [Equal Education Opportunity and Non-Discrimination Policy and Procedure \(41002\)](#)

If you need any assistance in requesting an accommodation, please contact the following:

For Employees	For Students
<a href="#">ADA Accommodations</a> Rowena D'Souza Email: <a href="mailto:Rowena.DSouza@montgomerycollege.edu">Rowena.DSouza@montgomerycollege.edu</a> 240-567-5370  Farah Vivas Email: <a href="mailto:Farah.Vivas@montgomerycollege.edu">Farah.Vivas@montgomerycollege.edu</a> 240-567-5396	<a href="#">Disability Support Services</a> Christopher Moy Email: <a href="mailto:Christopher.Moy@montgomerycollege.edu">Christopher.Moy@montgomerycollege.edu</a> 240-567-5412  Disability Support Services Email: <a href="mailto:dss@montgomerycollege.edu">dss@montgomerycollege.edu</a>

If you believe there has been a violation of any of the above policies, please report the incident promptly

to the Office of Employee and Labor Relations:

[Santo Scrimenti](#), Director, Employee and Labor Relations  
Phone: 240-567-5361

[Carol Kliever](#), Manager, Employee and Labor Relations  
Phone: 240-567-4435

In addition, employees may report concerns to the College's confidential EthicsPoint reporting line: 844-572-2198 or at [www.montgomerycollege.ethicspoint.com](http://www.montgomerycollege.ethicspoint.com).