

College Procedure: 102.3 – Coordination of Equity Compliance

Policy Reference: 102 – Non-discrimination Policy
Responsible Department: Human Resources
Approval Authority: Cabinet
Procedure Owner: Vice President, Human Resources and Institutional Effectiveness
Effective Date: 08/08/2024

Version Number: 1
Legal Counsel Reviewed (yes/no): No
Scope: College-wide

Reason for Procedure

A requirement of Title IX of the Education Amendments of 1972 (prohibiting discrimination on the basis of sex) and Section 504 of the Rehabilitation Act of 1973 (prohibiting discrimination on the basis of disability) is that educational agencies designate one or more employees who will be responsible for coordinating their equity compliance efforts. This procedure provides an explanation of the designation and appointment of these employees at Kirkwood Community College.

The Procedure

The College Equity Coordinator(s) shall be appointed based on the following positions held within the institution:

1. Vice President Student Services
2. Dean of Students
3. Supervisor, Dean of Students
4. Associate Director, Dean of Students
5. Vice President Human Resources/Institutional Effectiveness
6. Supervisor, Human Resources

The Equity Coordinator(s) play an active role in ensuring that policies, programs, and practices are equitable and comply with state and federal laws by accepting the responsibilities outlined within their job descriptions. In general, equity coordinator's responsibilities include: knowledge of federal and state laws, policies and procedure development, dissemination of information, professional development, and facilitating the grievance process.

References

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972
SECTION 504 OF THE REHABILITATION ACT OF 1973

Revision Log

Table 1 Revision Log

Version Number	Date Approved	Approved by	Description of Change
1	08/08/2024	Cabinet	New Procedure