

Office for Equal Opportunity and Civil Rights Annual Report

Compiled by Josh Vollendorf, MSE, PHR, CAAP, Director of Compliance

Oct. 1, 2019 through Sept. 30, 2020

Gateway's Office for Equal Opportunity and Civil Rights

Gateway's Office for Equal Opportunity and Civil Rights (EOCR) is responsible for leading the effort to prevent and respond to all allegations of discrimination, sexual harassment and sexual assault. By creating an environment free of illegal discrimination, EOCR supports the college's diversity, equity and inclusion efforts. The EOCR is overseen by Josh Vollendorf, MSE, PHR, CAAP, director of compliance and Title IX coordinator. Three additional employees serve as civil rights investigators: Maxwell Banor, associate dean of General Studies; Steve McNaughton, dean of Business and Workforce Solutions; and Amanda Robillard, manager of customer relationship management technology. The director of compliance also investigates allegations of discrimination based on sex and all other protected classes as outlined in the college's policy.

The Office for Equal Opportunity and Civil Rights is also responsible for the following areas:

- Prevention and awareness programming relating to equal opportunity, sexual misconduct, anti-discrimination, free speech, and disability rights for all students and employees.
- Employee disability accommodations.
- Management of the Title IX pregnant and parenting student process in partnership with Disability Support Services.
- Management of the college's accessibility initiative and development of resources to support accessibility.
- Consultation services to other departments relating to matters that fall under the jurisdiction of the Office.

The reporting period covered by this report is October 1, 2019 through September 30, 2020.

Gateway's Statement on Equal Opportunity

To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Gateway will be based on merit, qualifications and abilities. Gateway will not discriminate against any employee, applicant for employment, student or applicant for admission on the basis of race, color, national origin, ancestry, sex, sexual orientation, creed, religion, political affiliation, marital status, parental status, pregnancy, disability, age, membership in any reserve component of the armed forces, union affiliation or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any resolution process on campus or within the Equal Employment Opportunity Commission or other human rights agencies.

As a recipient of federal financial assistance for education activities, Gateway is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes sex, sex stereotypes, gender identity, gender expression, sexual orientation and pregnancy or parenting status. Gateway also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internal or external to the institution. Sexual harassment, sexual assault, dating and domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by Gateway policy. Any member of the campus community, guest or visitor who acts to deny, deprive or limit the educational, employment, residential or social access, opportunities and/or benefits of any member of the Gateway community on the basis of sex or any other protected class listed above is in violation of Gateway's policy on Equal Opportunity, Civil Rights, and Sexual Harassment. Any person may report sex discrimination (whether or not the person reporting is the person alleged to have experienced the conduct) in person, by mail, by telephone, by video or by email to Josh Vollendorf, vollendorfj@gtc.edu, 262-564-3062. A report may be made at any time (including during non-business hours) by filing a report at gtc.edu/safety or sending an email.

Major initiatives



The United States Department of Education issued new Title IX regulations on May 6, 2020, with an implementation date of August 14, 2020. These regulations instituted sweeping changes to Title IX and resulted in the creation of a new Title IX Grievance Procedure (H-130). In addition, the college's policies, Equal Opportunity, Civil Rights, and Sexual Harassment (H-110) and the Equity Resolution Process (H-120), were also updated to create parity in these processes.

Some of the major changes resulting from the regulations include:

- Requirement of a formal signed complaint to initiate a Title IX investigation.
- Enhanced due process rights and equity for all parties.
- Title IX investigations must include a live hearing at which the parties' advisors must be granted the opportunity to cross-examine the other party and witnesses.

These new policies can be accessed via gtc.edu/TitleIX and gtc.edu/eeo.

In addition, the Office for Equal Opportunity and Civil Rights was moved under the newly created Office for Diversity, Equity, and Inclusion in June 2020. This move best aligns the work of both offices in creating an inclusive and equitable workplace and educator of choice.

Getting out the message

Over the past reporting period, EOOCR took the message of equal opportunity and prevention of discrimination and sexual harassment to our students and employees through various channels. We used a variety of communication channels to share our prevention and awareness efforts.



157

Employees completed the two-hour Title IX for Employees training



113

Employees completed the What's New in Title IX online training



99

Adjunct faculty completed online Title IX training



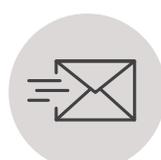
4

Presentations to employees at department meetings



10

Presentations to students at student events



23,000

Approximate number of students reached with email notifications about Title IX



1,200

Approximate number of employees who received the monthly Compliance Connection newsletter. The newsletter has a 73% read rate

Website Visits

Our public-facing web pages are a critical way we communicate to our audience of students, employees and the public. Each page provides information on reporting concerns as well as a plethora of resources for students and employees who are victims of sexual harassment, assault or discrimination as well as those accused of policy violations.

EOCR maintains three web pages: gtc.edu/TitleIX, which focuses on Title IX sexual assault, harassment, and sex/gender-based discrimination; gtc.edu/pregnancy, which is a resource and rights page for pregnant and parenting students; and gtc.edu/eeo, which provides information on equal educational and employment opportunities. The below numbers show traffic to each page, excluding any visits from employees using their college internet connection.

Title IX webpage:

	Reporting period 2017-2018	Reporting period 2018-2019	Current Reporting period 2019-2020
Unique/new views	3,386	804*	3,518
Returning views	3,131	5,994	7,754

Equal opportunity page:

	Reporting period 2017-2018	Reporting period 2018-2019	Current Reporting period 2019-2020
Unique/new views	208	684*	611
Returning views	80	682	1,352

Pregnancy & parenting page:

	Reporting period 2017-2018	Reporting period 2018-2019	Current Reporting period 2019-2020
Unique/new views	830	211***	364
Returning views	597	583	831

- * This page has had one different web address (URL) due to website updates over the past year.
- ** This page has had four different web addresses (URLs) due to website updates over the past year.
- *** This page has had two different web addresses (URLs) due to website updates over the past year.

Please note that with every URL update, the results for new vs. returning visitors become slightly skewed as everyone starts out with each as a new user.

Pregnant and parenting students

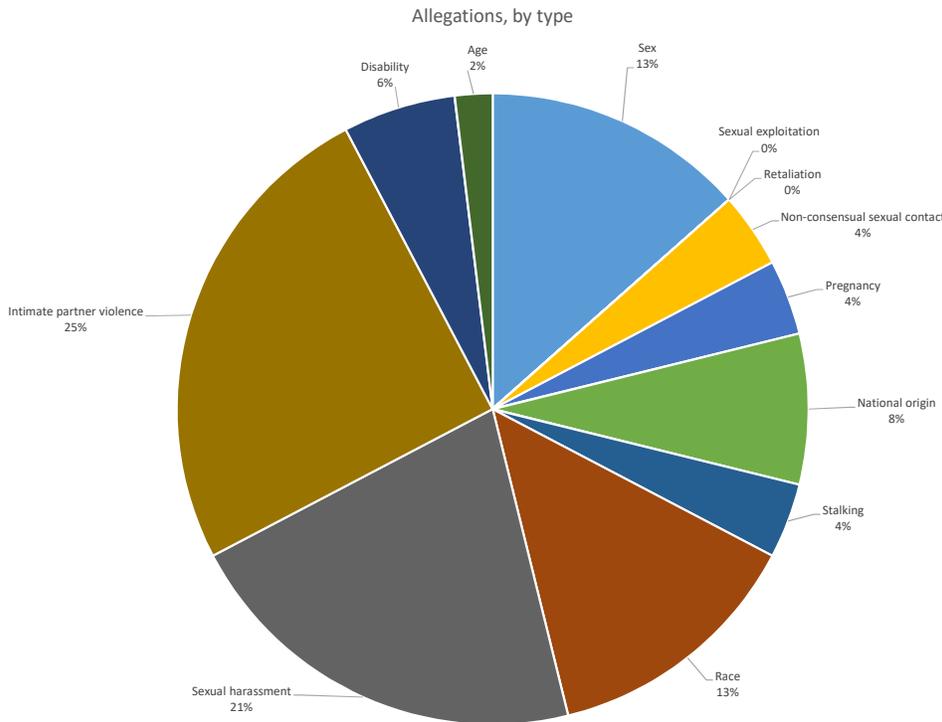
Pregnant students and those recovering from pregnancy, childbirth, termination of pregnancy, and false pregnancy (a qualifying event) are eligible for accommodations under Title IX. In addition, the college extends the same protection to parents who are caring for a medically needy newborn child up to three months of age. While Title IX regulations focus on mothers, our protections extend to fathers in many circumstances. These accommodations are evaluated and implemented by the professionals in the Disability Support Services department.

In August 2019, we streamlined the accommodation process to increase consistency and efficiency for our students, including the use of a single email address, TIXpregnancy@gtc.edu, to handle all referrals. In addition, the process is managed by two DSS instructors with expertise in pregnant and parenting accommodations. This process has enhanced our service to students by increasing responsiveness and creating consistency in the services provided.

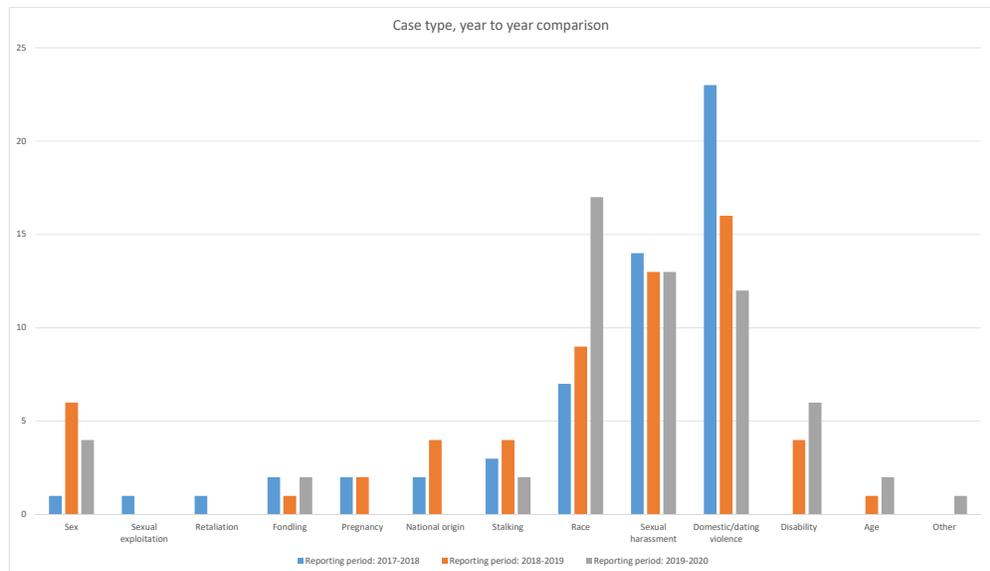
80
students received
pregnancy accommodations.

*37 of these were in Fall 2019,
32 were in Spring 2020 and
11 were in Summer 2020*

Civil Rights and Sexual Harassment Cases



Another major focus of the Office for Equal Opportunity and Civil Rights is to respond to complaints regarding allegations of sexual assault, harassment and discrimination. Our goal is to respond promptly to all complaints and to resolve them effectively while treating all parties fairly and equitably. In the last reporting period, our office handled 62 reports* compared to 58 last reporting period.



In this reporting period, our office has conducted three formal investigations compared to five formal investigations and one mediation in the last reporting period. The investigations and their outcomes are shown in the chart below.

Case Allegation(s)	Outcome & Sanction, If Applicable
Sexual harassment and fondling in employment	Substantiated, instance of fondling. Personnel action implemented.
Sexual harassment in education program	Unsubstantiated
Disability discrimination in education program	Unsubstantiated

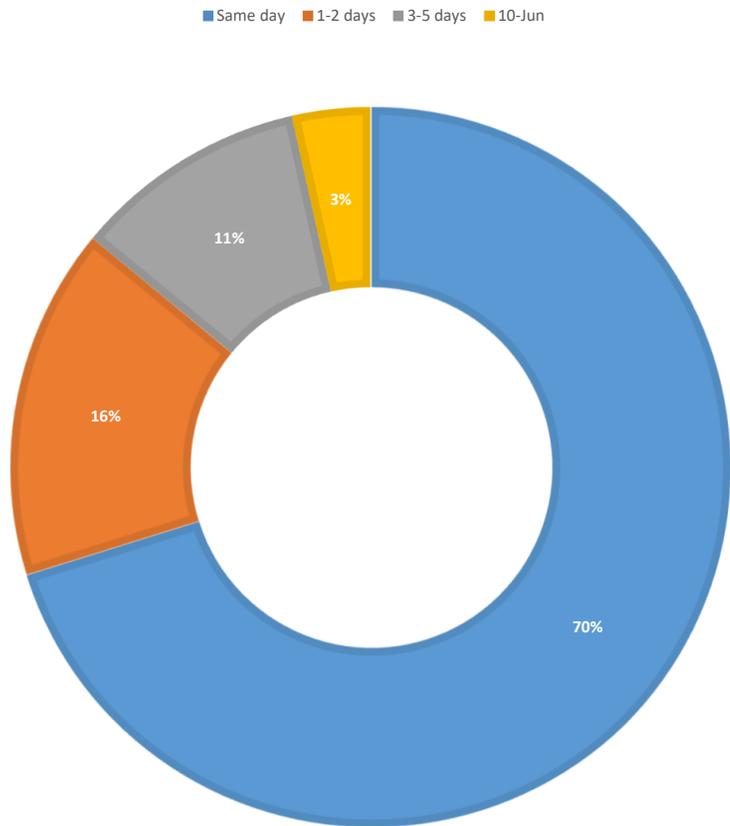
*Many of the race-related complaints received during this reporting period were allegations that a student posted racially offensive comments on social media. In the majority of these cases, the alleged student wasn't actually enrolled in the college.

Civil Rights and Sexual Harassment Cases continued...

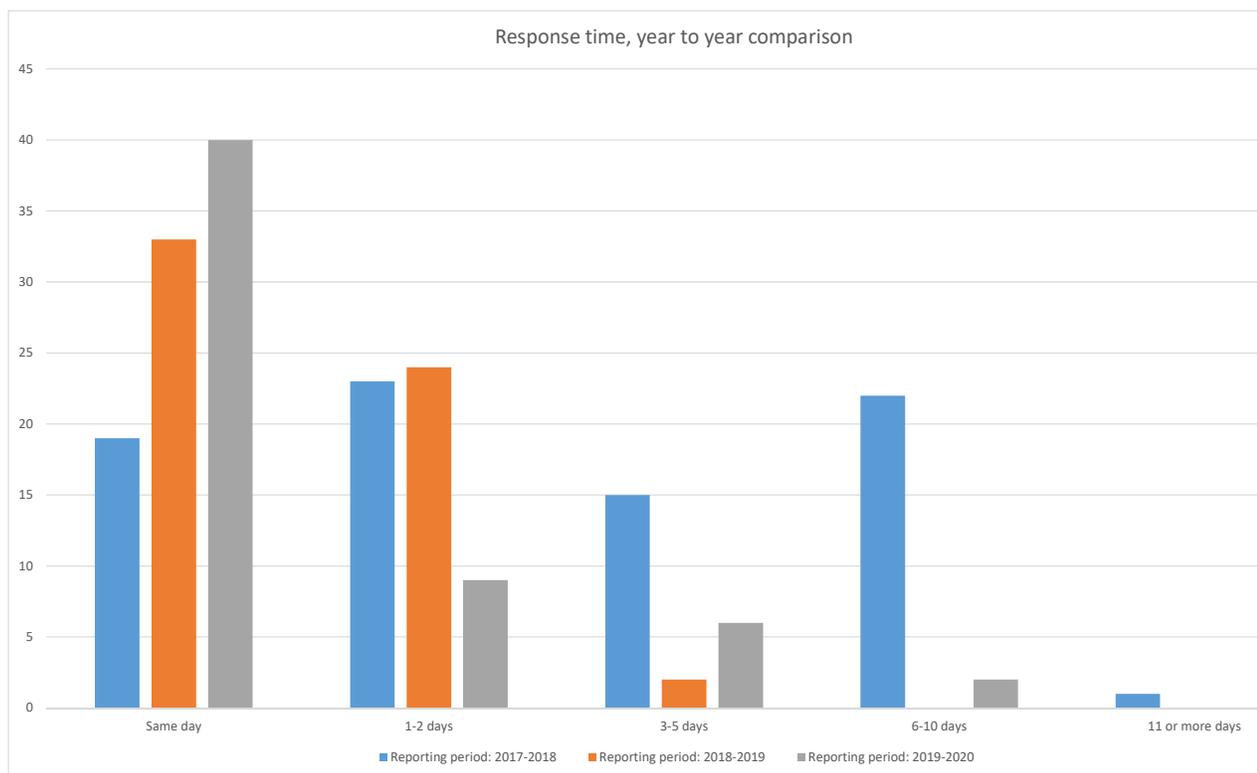
EOCR also has the role of investigating and responding to complaints filed with governmental civil rights agencies, including the United States Department of Education, Equal Employment Opportunity Commission and the Wisconsin Equal Rights Division. When the college receives a complaint, it must investigate if an investigation wasn't previously conducted and file a response with the government agency. During this reporting period, the college had no complaints filed with government agencies.

One of the requirements under federal regulation and Gateway's policy is a prompt response to complaints. Gateway met this requirement as shown by the response rates below. In fact, more than 85% all cases received a response within two days of receipt of the report.

Response time, current reporting period



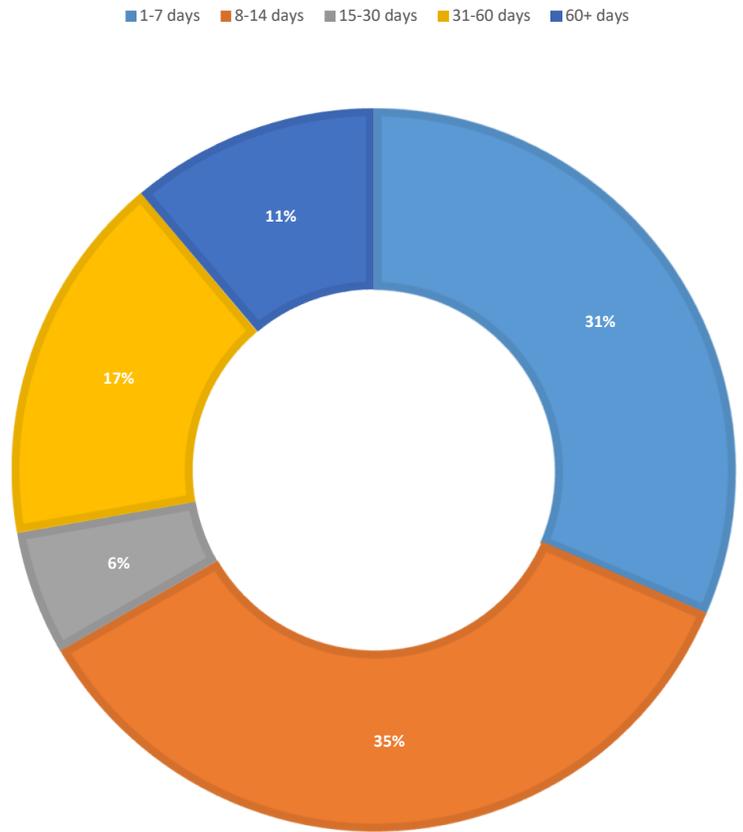
Response time, year to year comparison



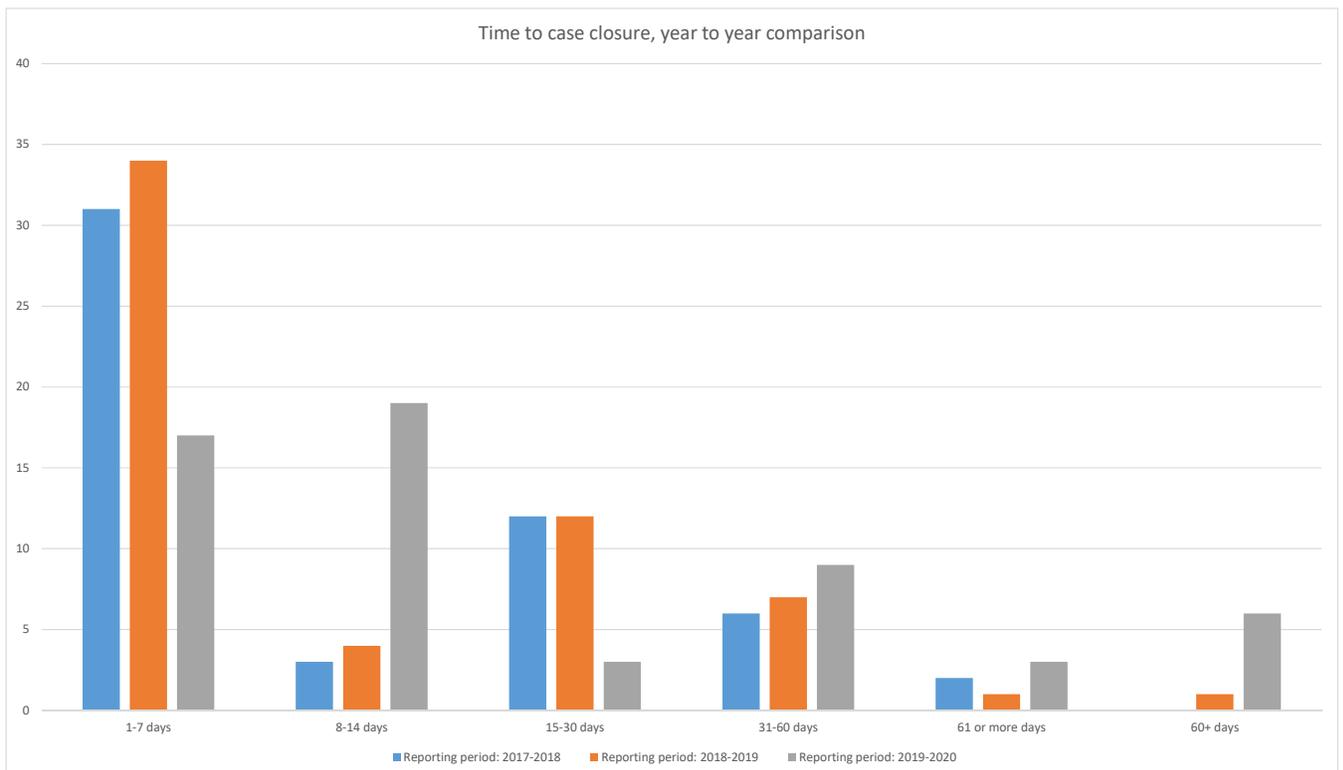
Civil Rights and Sexual Harassment Cases continued...

In addition to a prompt response, we strive to close cases in a timely manner. The below graph shows our time to closure rate. Some cases are held open at the discretion of our office while we try to reach the reporting party. In some cases, we have held cases open over the Summer Semester in an effort to reach the reporting party again in the Fall Semester, which results in longer times to closure. In other situations, cases were held open longer than 30 days due to the circumstances of the case.

Time to case closure, current reporting period



Time to case closure, year to year comparison



Accessibility at Gateway

The Office of Equal Opportunity and Civil Rights oversees the Accessibility Initiative, and the director of compliance chairs the district-wide Accessibility Committee. The goal of the Accessibility Initiative is to improve accessibility throughout the college, including academic programs, services and activities; physical accessibility; services and programs for employees; technology, including web accessibility; and emergency preparedness and evacuation.

During this reporting period and the establishment of the Accessibility Initiative, the following major tasks have been accomplished.

- Addition of whiteboard text size guides to classrooms to increase visibility for students
- Progress on creating door signage to label inaccessible doors

Disabilities Support Services provides many services to students with disabilities. Lisa Sadowski serves and assists those who are hard of hearing, including employees and guests. Services include Communication Access Real-time Translation (CART), C-Print, Assisted Listening Devices (ALD), and interpreters.

	Interpreter	CART	C-Print	ALD
Classroom (service requested)	791	194	0	376
At Gateway Events	0	15	0	0



Gateway Technical College is committed to providing access and equal opportunity for all. Reasonable accommodations are provided for all services, programs, activities, education and employment for individuals with disabilities. To request a disability accommodation, please contact the Office for Equal Opportunity and Civil Rights at least ten days in advance at 262-564-3062/Wisconsin Relay 711 or vollendorff@gtc.edu.