

Allegany College of Maryland
STUDENT & LEGAL AFFAIRS

TITLE IX PROCEDURE— EMPLOYEE REQUIREMENTS
SEXUAL HARASSMENT & SEX DISCRIMINATION POLICY

Allegany College of Maryland's compliance with Title IX regulations (including state law) relies upon the awareness and contributions of all faculty and staff. This document summarizes what is required of all employees.

- 1.) Do not engage in any behaviors which violate the Sexual Harassment and Sex Discrimination Policy. All employees are urged to review the documents found online <https://www.allegany.edu/title-ix/index.html> – including the information sheet: “Beware! This might violate Title IX” which gives numerous examples of prohibited conduct as well as other information sheets for specific topics such as sexual harassment and gender discrimination.
- 2.) Complete the required training in a timely manner.
- 3.) Report any possible violations to the Title IX Coordinator.
- 4.) Participate in any proceeding if you are contacted by the Title IX Coordinator, Investigator, Hearing Officer, or Informal Resolution Facilitator.
- 5.) Please provide the following information to students who are pregnant (or who are experiencing protected pregnancy-related conditions: childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions)
 - ACM does not allow discrimination based on pregnancy
 - Title IX Coordinator's contact information
 - Title IX Coordinator can help the student with reasonable modifications that may be needed to preserve the student's access to their educational program and services.
- 6.) Contact the Title IX Coordinator if you have questions or are unsure what to do.