

Copies of Unlawful Discrimination Procedures and forms are available through the following Campus & District Contacts:

DeAnza College Coordinator	DeAnza College Title IX Coordinator
Michele LeBleu-Burns Dean of EOPS/Care & Student Development 21250 Stevens Creek Blvd. Cupertino, CA 95014 (408) 864-8218 lebleuburnsmichele@fhda.edu	Laureen Balducci Dean, Counseling and Disability Support Programs and Services 21250 Stevens Creek Blvd. Cupertino, CA 95014 (408) 864-8945 balduccilaureen@fhda.edu

Foothill College Coordinator	Foothill College Title IX Coordinator
Catalina Rodriguez Dean, Student Affairs and Activities (Interim) & Title IX Coordinator 12345 El Monte Road, Los Altos Hills, CA 94022 (650) 949-7389 or rodriguezcatalina@fhda.edu	Catalina Rodriguez Dean, Student Affairs and Activities (Interim) & Title IX Coordinator 12345 El Monte Road, Los Altos Hills, CA 94022 (650) 949-7389 or rodriguezcatalina@fhda.edu

Central Services Coordinator	District Officer
Rocio Chavez Associate Vice Chancellor Human Resources 12345 El Monte Road Los Altos Hills, CA 94022 (650) 949-6109 Chavezrocio@fhda.edu	Raymond Quan Vice Chancellor, Human Resources & Equal Opportunity 12345 El Monte Road Los Altos Hills, CA 94022 (650) 949-6210 Quanray@fhda.edu

The **Board Policy** pertaining to Discrimination, Harassment (including Sexual Harassment) and Retaliation can be found at:
<https://go.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9TUUWZ7B920F>
(BP 4640)

The **Administrative Procedures** for addressing complaints pertaining to Discrimination, Harassment (including Sexual Harassment) and Retaliation can be found at:
<https://go.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9U3LA4557769>
(AP 4640)



Harassment, Sexual Harassment, & Discrimination



Information for Students, Staff, Faculty & Administrators

Updated 6.21.2023

**The Foothill – De Anza Community College District
is committed to creating and maintaining
an atmosphere of mutual respect and trust.**

About our Policies and Procedures

They reflect our commitment to the atmosphere of mutual respect and trust that guides our Board Policies and Administrative Procedures as they pertain to resolving complaints of harassment or discrimination.

If you believe you or someone you know has suffered from harassment, sexual harassment or discrimination within one of our programs or activities or employment, you have rights.

You can speak to a representative on either campus or at the District Office of Human Resources to learn about the most effective means to address your concerns. (See reverse for contact information).

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting. Sexual harassment may be verbal, written, physical or environmental and, as such, is a form of unlawful harassment.

“Quid pro quo” harassment occurs when submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.

“Hostile environment” harassment occurs when the conduct has the purpose or effect of having a negative impact upon the individual’s work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment.

Information about filing a report

Processes available to you include filing an *Informal Complaint* with the appropriate contact or/and filing a *Formal Complaint* (see Unlawful Discrimination Complaint form available at:
http://hr.fhda.edu/_downloads/UnlawfulDiscrimForm_Rev_Nov%202018.pdf

If your complaint is related to employment, you may also file your complaint through the Department of Fair Employment and Housing (<https://www.dfeh.ca.gov/Employment/>) and/or the US Equal Employment Opportunity Commission (<https://www.eeoc.gov/employees/howtofile.cfm>)

If your complaint is NOT related to employment, you may also file it with the Office for Civil Rights:

(<https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>)



**What are the types of harassment, discrimination
and/or misconduct covered by this policy?**

- Age
- Ancestry
- Color
- Ethnic Group Identification
- Gender Identity
- Marital Status
- Medical Condition
- Mental Disability
- National Origin
- Physical Disability
- Pregnancy
- Race
- Rape
- Religion
- Retaliation
- Sex/Gender
- Sexual Orientation
- Sexual Assault
- Sexual Battery
- Sexual Coercion
- Sexual Exploitation
- Sexual Harassment
- Sexual Misconduct
- Stalking
- Veteran Status
- Perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics