

**From:** [Need To Know](#)  
**To:** [Need To Know](#)  
**Bcc:** "[allstudentgrp@montgomerycollege.edu](mailto:allstudentgrp@montgomerycollege.edu)"; [Roe, Kristen J](#); [Adams, Maria T](#)  
**Subject:** Notice of Non-Discrimination  
**Date:** Friday, September 6, 2024 1:56:00 PM  
**Attachments:** [Non-Discrimination Notice - Fall 2024 Final.pdf](#)  
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## Memorandum

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**To:** Montgomery College Students  
**From:** Kristen Roe, Director of ADA Compliance and Title IX Coordinator  
**Subject:** **Notice of Non-Discrimination**  
**Date:** September 6, 2024

At Montgomery College, we understand diversity is more than just ethnic representation. Our student body, faculty, and staff are made up of people with varying abilities, sexualities, religions, ethnicities, and nationalities. As a community open to all, the College embraces its extraordinary diversity and is committed to creating learning environments and opportunities that prepare our students to participate in a global society and marketplace. By putting diversity first, Montgomery College is a community of students, faculty, staff and alumni that are truly citizens of the world.

Accordingly, Montgomery College is committed to equal opportunity that assures access, equity, and diversity in its educational programs, including in its Career and Technology Education programs (CTE programs), and activities. The College prohibits discrimination against any person on the basis of age, color, citizenship status, current or former military status, disability, gender, gender identity and expression, genetic information, national origin, marital status, race, religion, sex, or sexual orientation. The College's [Notice of Non-Discrimination is available here](#), and the [CTE Notice of Non-discrimination is available here](#). For more information about grievance procedures, see [MC's Equal Education Opportunity and Non-Discrimination Policy–41002](#).

### Gender Based Discrimination

In accordance with Title IX of the Education Amendments of 1972, Montgomery College prohibits sex discrimination, including sexual misconduct, and sexual harassment. Sexual Harassment is defined as, *conduct on the basis of sex that satisfies one or more of the following: 1) An employee conditioning the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual conduct; 2) unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access; or 3) any instance of sexual assault, dating violence, domestic violence, or stalking.*

Reports of sexual misconduct may be made to the Title IX Coordinator in person, by mail or email, or through the online [Sexual Misconduct Report Form](#). Students may also share their concerns with any College employee but should note that nearly all employees are Mandated Reporters. This includes instructional faculty, faculty department chairs, coaches, athletic trainers, administrators, and campus public safety officers, all of whom are obligated to share

reports with the Title IX Coordinator. Students may make confidential disclosures only to the Counseling Faculty in the Counseling Department.

Please note that Mandated Reporters and confidential resources do not have authority to take corrective action or resolve complaints. Formal complaints alleging sexual harassment and requesting the College to investigate, must be filed with the Title IX Coordinator. Supportive measures are available to individuals regardless of whether they file a formal complaint. For more information about grievance procedures, see MC's Sexual Misconduct Policy-31001.

#### Disability Based Discrimination

In accordance with Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act as Amended (ADAAA 2009), Montgomery College prohibits discrimination based on disability in its educational programs and activities.

Requests for and questions about accommodations should be directed to the Disability Support Services office on the relevant campus.

#### Internal Reporting for Student Complaints of Discrimination

Kristen J Roe  
Director of ADA Compliance & Title IX Coordinator  
240-567-4279  
9221 Corporate Blvd.  
Rockville, MD 20850  
[Kristen.Roe@montgomerycollege.edu](mailto:Kristen.Roe@montgomerycollege.edu)

#### Student Complaint Resolution Options

Montgomery College makes every effort to resolve student complaints internally. Students are expected to fully utilize any and all of the outlined resolution processes to address concerns and/or complaints in as timely a manner as possible. Students can find the various processes at Montgomery College Student Complaint Resolution.

#### External Reporting for Student Complaints of Discrimination

Students are encouraged to attempt resolution of their complaints with the College but may also report discrimination related concerns to the Department of Education's Office for Civil Rights:

Office for Civil Rights  
Philadelphia Office  
U.S. Department of Education  
The Wanamaker Building  
100 Penn Square East, Suite 515  
Philadelphia, PA 19107-3323

Telephone: 215-656-8541  
Facsimile: 215-656-8605  
Email: [OCR.Philadelphia@ed.gov](mailto:OCR.Philadelphia@ed.gov)