

**Atlanta Technical College
OCR Docket #04-14-2424
RESOLUTION AGREEMENT**

Atlanta Technical College (College) voluntarily enters this Resolution Agreement (Agreement) to resolve OCR Docket #04-15-2424 filed with the U.S. Department of Education, Office for Civil Rights (OCR) and to ensure compliance with Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. §§ 1681 *et seq.*, and its implementing regulation at 34 C.F.R. Part 106. Accordingly, the College agrees to the following action steps:

Harassment and Discrimination Procedures

1. **By February 16, 2016**, the College will revise its Harassment and Discrimination Procedures (Procedure) for making complaints of discrimination and harassment on the basis of sex. The College's revisions shall:
 - a. Remove any language deterring potential complainants from coming forward with their grievances for fear of reprisal or discipline;
 - b. An assurance that both parties will be notified in writing about the investigative findings of the investigation;
 - c. List names and contact information for sources of counseling, advocacy, and support; and,
 - d. An assurance that the College will maintain the complete investigative file in compliance with established College or State record retention requirements, but in no case for fewer than 5 years.

REPORTING REQUIREMENT:

By **March 1, 2016**, the College will provide OCR a draft of the revised Procedure for OCR's review and approval.

REPORTING REQUIREMENT:

Within 30 days of OCR's approval of the revised Procedure, the College will publish a copy of the revised Procedure, in written form and on its website in a readily accessible manner, and submit to OCR a copy of all publications containing the revised Procedure, including a link to the website where the revised Procedure is located.

Training

2. **By June 1, 2016**, the College will hold an annual training for all individuals who handle or investigate complaints pursuant to the revised Procedure in Item 1 and provide training each year thereafter. In addition to providing training about the Procedure revisions, the training must include an affirmation and explanation that the proper evidentiary standard

for investigating complaints pursuant to the Procedure is the preponderance of the evidence standard, that all allegations must be investigated, and that a written outcome of the investigation must be given in all instances to both parties.

REPORTING REQUIREMENT: By July 1, 2016, the College will provide documentation to OCR demonstrating that the appropriate faculty and staff have attended the training pursuant to Item 1 above. The documentation shall include, but shall not be limited to: (1) the date of the training session; (2) a list of the names and job titles of the College's staff who participated in the training session; (3) a description of the presenter's background and qualifications; and, (4) a copy of the training materials disseminated, or in the event of electronic training, provide the training content.

* * *

The College understands that by signing this Agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of this Agreement. Further, the College understands that during the monitoring of this Agreement, if necessary, OCR may visit the College, interview staff and students, and request additional reports or data as are necessary for OCR to determine whether the College has fulfilled the terms of this Agreement.

The College understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings to enforce this Agreement, OCR shall give the College written notice of the alleged breach and a minimum of sixty (60) calendar days to cure the alleged breach.

The College understands that OCR will not close the monitoring of this Agreement until OCR determines that the College has fulfilled the terms of this Agreement and is in compliance with the regulations implementing Title IX at 34 C.F.R. § 106.8(b).

This Agreement will become effective immediately upon signature of the College President or designee below.

_____/s/12/10/15_____
President or Designee
Atlanta Technical College

Date