

## Office of Institutional Equity (OIE) Compliance Trainings

### **Sexual Harassment Prevention Training** (Initial required ing class training)

Facilitator: Debbie Tanner, Coordinator & Title IX Investigator, Office of Institutional Equity  
Vilma Velazquez, MBA, Coordinator Office of Institutional Equity  
Curtis Dorsey, Coordinator Office of Institutional Equity

CSN administration requires attendance at a “Sexual Harassment Prevention” training in accordance with Title IV, Chapter 8, Section 13 of the Nevada Board of Regents Handbook, “Each Institution shall have an ong going sexual harassment training program for employees.” (NRS 284.065, 284.155, 284.343) Within six months after an employee is initially appointed to state service, the employee shall attend a certified class concerning the prevention of sexual harassment. Attending this required workshop will help you fully understand the laws and policies governing sexual harassment, recognize what is and is not appropriate behavior, gain knowledge of the effects of sexual harassment on individuals, as well as the college community as a whole, and understand the steps of reporting or responding to a sexual harassment claim.

### **Sexual Harassment Prevention Refresher Course**

This is an ong line course which is **required** every two years after completing the initial sexual harassment prevention ing class training. An email notification will be sent to all employees when it is time to take the refresher course. Once the course is completed, a copy of the certificate must be forwarded by the employee to the Human Resources office at [hrcustomerservice@csn.edu](mailto:hrcustomerservice@csn.edu), to ensure credit is received for taking the course.

The Sexual Harassment Refresher course is designed to fulfill the State of Nevada's requirement per the Board of Regents policy, CSN policy, and NAC 284.496 Classes and training concerning prevention of sexual harassment. At least once every two years after his initial appointment to state service, an employee shall complete a refresher class or training concerning the prevention of sexual harassment. Completing this required ong line course will refresh your understanding of the laws and policies governing sexual harassment, recognize what is and is not appropriate behavior, gain knowledge of the effects of sexual harassment on individuals as well as the college community as a whole and understand the steps of reporting or responding to a sexual harassment claim.

### **Discrimination in a Diverse Workplace**

Facilitator: Debbie Tanner, Coordinator & Title IX Investigator, Office of Institutional Equity  
Vilma Velazquez, MBA, Coordinator Office of Institutional Equity  
Curtis Dorsey, Coordinator Office of Institutional Equity

In accordance with Title IV, Chapter 8, Section 13(C) of the Nevada Board of Regents Handbook, “Each institution shall have an ong going nong discrimination training program for employees.” In this session we will discuss how discrimination harms all parties involved and the organization. You will learn to identify biases and prejudices, become familiar with the laws governing discrimination, the NSHE, Board of Regents, and CSN policies, review the investigation process used by the college, and realize that differences can be strengths.

## **Cultural Awareness: Interacting with an Open Mind**

Facilitator: Debbie Tanner, Coordinator & Title IX Investigator, Office of Institutional Equity

This course is an interactive training focusing on how understanding and respecting differences in people will improve that customer service we provide. When we commit to treating everyone with respect and dignity and understand that different is not something we should fear, but appreciate; we will go a long way toward increasing quality customer service in our workplace. Education + Understanding = Tolerance, Appreciation, Respect.

## **Additional Training**

The Office of Institutional Equity will develop and facilitate specialized trainings upon request from College constituents pertaining to Federal and State laws and regulations, and Institutional policy, concerning topics of Sexual Harassment, Title IX, and Discrimination. Please contact our office for more information at [titleixcoordinator@csn.edu](mailto:titleixcoordinator@csn.edu) or 702 651-5587.

*The College of Southern Nevada is committed to providing a place of work and learning free of discrimination on the basis of race, color, national origin, disability (whether actual or perceived by others), religion, age, sex/gender (including pregnancy related conditions), sexual orientation, gender identity or expression, genetic information, veteran status (military status or military obligations) in the programs or activities which it operates. Where discrimination is found to have occurred, CSN will act to stop the discrimination, to prevent its recurrence, to remedy its effects, and to discipline those responsible. The following individual has been designated to handle inquiries regarding non-discrimination policies at CSN and are responsible for coordinating compliance efforts concerning, Executive Order 11246, Title VI and Title VII of the Civil Rights Act of 1964, Title IX Educational Amendments of 1972, Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1990: Dr. Armen Asherian, Director of Employee Relations, Office of Institutional Equity, & Title IX Coordinator, CSN Charleston Campus, 6375 West Charleston Blvd.; Bldg. E, Office Er 424, Las Vegas, NV 89146, Phone: (702) 651r 7481, Email: [armen.asherian@csn.edu](mailto:armen.asherian@csn.edu). For further information on notice of nonr discrimination, you may contact the U.S. Department of Education, Office for Civil Rights at 1r 800r 421r 3481 or visit [Office of Civil Rights online](#) for the address and phone number of the office that serves your area.*