

Memorandum

TO: Full Time and Adjunct Faculty, Staff and Students

FROM: Dr. Carol J. Spencer
President

DATE: January 6, 2010

SUBJECT: Online Sexual Harassment Training


San Juan College is committed to maintaining a work and learning environment free of all forms of discrimination, including sexual harassment. Over the years we have worked to help both employees and students understand what sexual harassment is, and isn't, and how to avoid it to ensure a safe learning environment

In keeping with our commitment, we have made arrangements for every employee and student to participate in an automated training program called "Preventing Sexual Harassment." This interactive program contains important information about recognizing and avoiding sexual harassment. Please review it carefully.

The program outlines current laws on sexual harassment and uses examples to illustrate words and behaviors that might reasonably be regarded as sexual harassment, and therefore should be avoided. While the program primarily focuses on sexual harassment, the principles it teaches apply essentially to all forms of discriminatory harassment.

I personally endorse this program and reaffirm San Juan College's commitment to foster an environment that recognizes the worth and potential of every individual, and promotes the highest degree of respect among all members of our campus community.

If you have comments or questions about San Juan College's policy or want more information regarding the identification and prevention of sexual harassment, please contact the Human Resources Office.


Dr. Carol J. Spencer
President