



Canvas and Syllabi Suggested Language & Resource Information

Non-Discrimination Statement

Seattle Central College is committed to the concept and practice of **equal opportunity for all** its students, employees, and applicants in education, employment, services and contracts, and does not discriminate on the basis of race or ethnicity, color, age, national origin, religion, creed, marital status, sex, pregnancy, gender, gender identity, sexual orientation, status as an honorably discharged veteran or disabled veteran or military status, political affiliation or belief, citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or presence of any physical, sensory, or mental disability. In addition, reasonable accommodations will be made for known physical or mental limitations for all otherwise qualified persons with disabilities. Further, Seattle Central College is committed to ensure that all employees and students work and learn in an environment that fosters mutual respect and professionalism, free from all forms of “bullying” behaviors, including “cyber bullying”.

Abbreviated Version

Seattle Central College does not discriminate on the basis of race, color, national origin, ethnicity, religion, disability, sex, pregnancy, sexual orientation, gender identity or expression, veteran status, or age in its programs and activities.

Title IX

Inquiries regarding compliance and/or grievance procedures may be directed to the college’s Title IX Coordinator,¹ Section 504/ADA Coordinator, and/or the District Compliance Officer.

Title IX Coordinator

Jennie Chen at 206.934.3873 or Jennie.Chen@seattlecolleges.edu

Section 504/ADA Coordinator

Al Souma at 206.934.4169 or Alfred.Souma@seattlecolleges.edu

District Compliance Officer

1500 Harvard Avenue
Seattle, WA 98122-3803
206.934.3873

If you decide to confide in a college employee about the basic facts of an incident of sexual misconduct, (you may choose whether you or anyone involved is identified by name), she/he/they must notify the college's Title IX officer. The Title IX officer will assist you in connecting with all possible resources both on and off campus. Please view the District webpage for more information: <http://seattlecolleges.edu/HR/about.aspx>

¹ If you have K-12 programs, the title is RCW 28A.640 Coordinator.



Americans with Disability Act Accommodations

Students with documented disabilities requesting class accommodations, requiring special arrangements in case of building evacuation, or have emergency medical information the instructor should know about are asked to contact the Disability Support Services office in room BE 1112. Once the disability is verified the student will be given a letter of accommodation to be given to the instructor as soon as possible. For more information, please visit the Disability Support Services website at:

<http://www.seattlecentral.edu/disability-support/eligibility.php>.

All Gender Bathrooms

For students who need access, there are three all gender, single-stall restrooms available. Two are located on the 3rd floor of the main Broadway Edison (BE) building across from room 3216 ([3rd Floor Map](#)). The third one is located in the Mitchell Activity Center (MAC) building on Level 1 next to the weight room. The restrooms are available during public access hours.

Emergency Preparedness

This link provides information about workplace and classroom emergencies:

<http://www.seattlecolleges.edu/district/emergencies/workplace911.aspx>

Emergency Alerts

This link provides information about the college's emergency communications:

<http://www.seattlecolleges.edu/DISTRICT/emergencies/seattlecollegesalerts.aspx>

Building Evacuation

In the event of an emergency that requires evacuation, all persons should observe the following procedures:

1. Begin the evacuation process when a verbal or alarm notice is given.
2. All persons shall move towards the nearest marked exit. Wheelchair occupants or persons with mobility impairments have first priority for the building elevators, but elevators should never be used in a fire or earthquake. Time permitting, take book bags, purses and personal belongings with you.
3. Please familiarize yourself with the closest exit to this classroom, and use that exit in the event of an evacuation.

If you have emergency medical information or if you need special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible.