

## **Notice of Non-Discrimination**

The Manhattan Educational Opportunity Center does not discriminate on the basis of actual or perceived race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, pregnancy status, status as a victim of domestic violence/stalking/sex offenses, unemployment status, caregiver or familial status, prior record of arrest or conviction, or any other legally prohibited basis in accordance with federal, state, and city laws. Sexual harassment, a form of sex discrimination, is also prohibited. Furthermore, retaliation is strictly prohibited. In addition to the protected groups delineated in Executive Order 11246, Italian-Americans are also included as a protected group.

## **Sexual Misconduct and Sexual Harassment**

MEOC adheres to the SUNY, CUNY, and BMCC policies on sexual misconduct, sexual harassment, Title IX, and Enough is Enough as applicable to MEOC students, faculty, and staff. These policies apply to all MEOC faculty, staff, and students, to all MEOC sponsored programs on or off the campus, and to visitors, vendors, contractors, etc., engaged in an activity or program on the campus.

- [SUNY's policy on Sexual Harassment Response and Prevention Policy Statement](#)
- [CUNY's policy on Sexual Misconduct](#)
- [BMCC's statement on Sexual Harassment](#)

## Reporting a Complaint

If a student believes they have been discriminated against under a protected category or would like to make a report of sexual harassment they can make a report to one of the following staff members.

- Mr. Courtenay Mitchell, Academic Affairs Coordinator  
Room 1504  
212-961-8924  
Courtenay.Mitchell@man.eoc.cuny.edu
- Ms. Jennifer Celestin, Resource Development Coordinator  
Room 1502  
212-961-4352  
Jennifer.Celestin@man.eoc.cuny.edu
- Ms. Carmel Urbaez, Director of Operations  
Room 1503A  
212-961-8949  
Carmel.Urbaez@man.eoc.cuny.edu

Carmel Urbaez is the liaison to the BMCC and SUNY UCAWD Civil Rights Compliance, Title IX and 504 Officers and an MEOC onsite contact person for complaints made by students, faculty and/or staff. Jennifer Celestin and Courtenay Mitchell are onsite staff at the MEOC who support compliance in these areas including, but not limited to accepting incident reports from students and following the appropriate BMCC or SUNY UCAWD policy with regards to reports, as well as hearings and appeals where necessary.

If you are a staff member and you feel that you have been a victim of Sexual Harassment or you want more information about how to deal with sexual harassment, or if you believe

that you have been discriminated against under a protected category you may contact Chief Diversity Officer Odelia Levy at 212-220-1236 or Deputy Director of Diversity & Title IX Compliance, Theresa Wade at 212-220-1273.

### Accessibility of Policies

The policies of non-discrimination, policies against sexual harassment and the grievance procedures are available in a digital format for use with screen readers and zoom text. If you need assistance please see one of the staff listed above.

### Where to File an External Complaint

#### **U.S. Department of Education**

Office of Civil Rights, Region II

32 Old Slip, 26th Floor New York, NY 10005-2500

(646) 428-3900

(800) 877-8339 (TDD)

#### **New York State Division of Human Rights**

Manhattan Office

Adam Clayton Powell State Office Building

163 W. 125th Street, 4th Floor

New York, NY 10027

(212) 961-8650

#### **New York City Commission on Human Rights**

100 Gold Street, Suite 4600

New York, NY 10038

(212) 306-7450

## **Equal Opportunity and Affirmative Action Policy**

BMCC is an Equal Opportunity and Affirmative Action Institution.

<https://www.bmcc.cuny.edu/hr/equal-opportunity-affirmative-action-policy/>