

Texarkana College Title VI Compliance

Section 1: Policy Statement

Texarkana College (TC) complies with Title VI of the Civil Rights Act of 1964 and prohibits discrimination on the basis of race, color, or national origin in all programs and activities receiving federal financial assistance.

This policy is implemented in accordance with applicable federal regulations and Texas law, including Texas Education Code §51.3525 (SB 17), and aligns with Texarkana College's nondiscrimination policies.

Section 2: Nondiscrimination Statement

Texarkana College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, admission, or employment.

The following person has been designated to handle inquiries regarding the College's nondiscrimination policies:

Director of Human Resources / Title IX Coordinator

Texarkana College
2500 N. Robison Rd.
Texarkana, TX 75599
(903) 823-3006
human.resources@texarkanacollege.edu

Section 3: Scope of Policy

This policy applies to all Texarkana College programs and activities, including:

- Academic programs
- Workforce and technical training programs (including CDL and similar programs)
- Student services and support programs
- Federally funded grants and activities

This process applies to students, employees, applicants, and third parties.

Section 4: Title VI Coordinator

The Director of Human Resources / Title IX Coordinator serves as the Title VI Coordinator and is responsible for:

- Overseeing compliance with Title VI
- Receiving and coordinating complaints
- Monitoring programs for nondiscrimination
- Maintaining records and reports

- Coordinating training and communication

Section 5: Title VI Grievance Process (Aligned with Title IX)

5.1 Purpose and Scope

Texarkana College is committed to providing an educational and working environment free from discrimination based on race, color, or national origin.

This grievance process applies to individuals who allege violations of Title VI and ensures a fair, prompt, and impartial resolution.

5.2 Definitions

- **Discrimination (Title VI):** Exclusion from participation in, denial of benefits of, or discrimination under a program or activity based on race, color, or national origin
- **Complainant:** An individual alleged to have experienced discrimination
- **Respondent:** An individual alleged to have engaged in discrimination
- **Formal Complaint:** A document filed by a complainant or signed by the Coordinator alleging discrimination and requesting an investigation
- **Retaliation:** Adverse action taken against an individual for participating in a complaint process

5.3 Filing a Complaint

A complainant may file a complaint by submitting it to the Title VI Coordinator:

- In person
- By mail
- Electronically

Upon receipt, the Coordinator will:

- Acknowledge the complaint
- Discuss available supportive measures
- Explain the grievance process
- Assess whether the complaint falls within Title VI scope

5.4 Supportive Measures

Texarkana College will offer supportive measures to involved parties as appropriate. These are non-disciplinary, individualized services designed to restore or preserve equal access to College programs.

Examples include:

- Academic or work schedule modifications
- Access to counseling or support services

- No-contact directives

Supportive measures are available regardless of whether a formal complaint is filed.

5.5 Investigation Process

Texarkana College will conduct a fair and impartial investigation.

Notice

Both parties will receive written notice of:

- The allegations
- Their rights and responsibilities
- The identity of the investigator

Investigation

The investigator will:

- Gather relevant evidence
- Interview parties and witnesses
- Allow both parties to present information

Both parties may have an advisor of their choice.

Evidence Review

Both parties will have the opportunity to:

- Review evidence directly related to the allegations
- Submit a written response prior to finalization of the report

Investigation Report

A report summarizing relevant evidence will be prepared and shared with both parties.

5.6 Determination of Responsibility

A designated decision-maker will issue a written determination using the preponderance of the evidence standard.

The determination will include:

- Findings of fact
- Application of policy
- Rationale for the decision
- Any corrective actions or remedies

Both parties will be notified simultaneously.

5.7 Appeal Process

Either party may appeal a determination or dismissal on the following grounds:

- Procedural irregularity that affected the outcome
- New evidence not reasonably available at the time
- Conflict of interest or bias

Appeals must be submitted in writing within 10 business days of the decision.

A separate decision-maker will review the appeal and issue a written outcome.

5.8 Retaliation Prohibited

Retaliation against any individual involved in a Title VI complaint or investigation is strictly prohibited.

5.9 Confidentiality

Texarkana College will maintain confidentiality consistent with applicable law.

Section 6: Training

Texarkana College provides periodic training to employees on:

- Nondiscrimination requirements
- Complaint reporting procedures
- Federal compliance obligations

Section 7: Records

Texarkana College maintains records of:

- Complaints and investigations
- Training participation
- Compliance activities

in accordance with institutional record retention policies.

Section 8: Community Participation

Texarkana College provides notice and opportunities for input when significant program or service changes may affect public access.

Section 9: Monitoring and Review

Texarkana College conducts periodic internal reviews and updates this plan annually or as required for federal grant compliance.