



Complaint Form

Discrimination / Harassment

YOU DO NOT HAVE TO COMPLETE THIS FORM TO RECEIVE ASSISTANCE

Volunteer State Community College is committed to ensuring a secure and respectful learning and work environment free from discrimination or harassment on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age, status as a protected veteran, or any other class protected by federal or state laws and regulations and by Tennessee Board of Regents (TBR) policies with respect to all employment, programs, and activities.

INFORMATION CONCERNING CONFIDENTIALITY

To the extent possible, investigations will be conducted in such a manner to protect the confidentiality of both parties. However, once reported, the College has an obligation to address discrimination and harassment and, in order to conduct an effective investigation, complete confidentiality cannot be guaranteed.

Name:

Home Address:

Preferred Contact Phone Number:

Preferred Contact Email Address:

Your relationship to the College: ☐ Faculty ☐ Staff ☐ Student ☐ Other

If faculty or staff, please list your department and primary work location or campus:

Name or names of person or people accused of wrongdoing:

On a separate page, describe all actions of the person or people named above. Be as detailed as possible, and include the date, time and place of each event/events or conduct involved. Attach as many additional pages as necessary. Please number and initial each page.

Why do you think the person or people treated you this way or committed this offense?

What effect has this had on you?

List the names and phone numbers, if known, of all witnesses to the above-described events.

List the names and phone numbers of any person or people with whom you have discussed the above-described events.

How would you like this matter resolved?

Signature: .

Date:

To report allegations of discrimination or harassment, please submit this form to:

Lori Cutrell, Vice President for Human Resources/Title VI Coordinator
1480 Nashville Pike
Wood Building, Suite 206
Gallatin, TN 37066
(615) 230-4834
eeo@volstate.edu

All Volunteer State Community College policies on Discrimination and Harassment are available online at <https://www.volstate.edu/policies>.