



ATLANTA METROPOLITAN COLLEGE

1630 Metropolitan Parkway, SW
Atlanta, Georgia 30310

Office of Human Resources

Dear AMSC Employees,

A new online harassment training assessment is now available to assist employees of Atlanta Metropolitan State College (AMSC) in recognizing and dealing with any form of harassment issues on campus effective March 1, 2016.

"Harassment or discrimination, in any form, is unacceptable to our common purpose of achieving excellence and does not have any place at the college. It is the responsibility of every member of the AMSC community to ensure that we maintain a harassment-free environment.

In keeping with the online trend toward, self-paced learning, this assessment is a convenient easy-to-use educational tool for faculty, staff and work study/student assistants. It provides a proactive approach to harassment prevention by clearly defining our mutual rights and responsibilities in the context of federal and state laws including the college policy. We encourage all members of the campus community to take this opportunity to increase your knowledge and understanding of harassment in the workplace.

The training is intended to both let employees and students know what conduct is expected and also help those who may be experiencing harassment or problematic behavior so that they can know what their options are and where they can go" [for help]. The online assessment has different "options," depending on whether the user is faculty, staff or student.

Major topics covered include the definition of harassment, objectives of the course, information about the laws governing the different types of harassment, reporting procedures and campus contact information. The assessment also addresses forms of discriminatory harassment other than sexual, such as discrimination based on race, color, religion, age, national origin and disability.

Campus Answers is the provider of this valuable program, and responsible for all updates. We will receive updates as new court decisions in harassment cases are presented. Moreover, links within the assessment is mandatory and provides more in-depth information about certain topics.

Each employee will receive an individual email from Campus Answers which will provide a link to begin the harassment training beginning March 1, 2016.

This training is to be used by all employees annually. Our office will be available for training sessions each semester for all employees as needed.

Thank you,


Regina Ray Simmons