

TITLE IX INFORMATION

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Pregnancy Related Responsibilities

Student

1. Notify (as early as possible) and maintain communication with all instructors regarding pregnancy related complications.
2. Be knowledgeable of all classroom attendance policies.
3. Ascertain if potential absences will exceed course parameters for excused absences.
4. Submit documentation of pregnancy related complication that includes diagnosis and specific limitations and restrictions to DAS in timely manner.

Faculty

1. Dialogue with student in determining if potential absences will exceed course parameters for excused absences.
2. Submit a Title IX pregnancy Maxient report to the Title IX office.
3. Continue to monitor student's progress and utilize any accommodations as directed by the Title IX office.

Disability Access Services (DAS) Office

1. Once notified of pregnancy related complications, DAS should contact student regarding process/policies for documentation requirements and supply student with necessary form.
2. Review submitted documentation and discuss requested accommodations with student.
3. Notify student of any incomplete documentation.
4. Report documentation and recommendations for accommodations to Title IX office.
5. Email faculty Letter of Accommodation (LOA) as directed by Title IX office.

Title IX (TIX) Office

1. Provide direction to faculty and students regarding TIX pregnancy issues.
2. Consult with DAS regarding documentation of TIX pregnancy complications/accommodations.
3. Notify student and faculty of any Title IX approved accommodations.
4. Notify E-Learning if online access to class must be altered.

Maxient is the vehicle that is used by GTCC to formally report a student's pregnancy and to request accommodations based on documentation of a pregnancy related complication. Once a faculty member is notified of a pregnancy or pregnancy related complication, he/she should submit a Maxient form to be reviewed by the Title IX Office.

The reporting form is located in the GTCC portal (for faculty) in the Campus Applications block as [Report a Student's Complications Associated with Pregnancy](#).

The direct link to the form to report a student's complications associated with pregnancy is https://cm.maxient.com/reportingform.php?GuilfordTechCC&layout_id=6.