



## Minnesota Corrections Association (MCA)

**Policy title:** Anti-Discrimination & Anti-Harassment

**Effective Date:** 8/1/18

**PURPOSE:** To describe the association's commitment to providing an association free from discrimination, including discriminatory harassment and reprisal, and to establish a procedure for handling reports of alleged violations.

**APPLICABILITY:** This policy applies to all members involved in an association-related event, faculty, instructors, administrative staff, and any non-member event attendees.

### **DEFINITIONS:**

Individuals – members involved in an association-related event, faculty, instructors, administrative staff, and any non-member event attendees.

Protected class characteristics – age, ancestry, color, creed, disability, familial status, gender, genetic information, marital status, membership or activity in a local human rights commission, national origin, race, religion, sex, sexual orientation, or status with regard to public assistance.

Reprisal – any form of intimidation, retaliation, or harassment directed toward an individual who has made a good faith report or participated in an investigative, administrative, or legal process initiated under this policy.

### **PROCEDURES:**

MCA does not tolerate unlawful discriminatory harassment on the basis of protected class characteristics; or reprisal for making a good faith report about discrimination or discriminatory harassment.

MCA does not tolerate a person knowingly making false reports or providing false information about a report of discrimination or discriminatory harassment.

### **REPORTING and CORRECTIVE ACTIONS:**

A person who believes he or she has been subjected to discriminatory harassment should contact the MCA Administrative Manager or President to make a verbal or written report.

This executive board member will bring forward the report to the executive board for further review or processing. A member may be removed by a two-thirds vote of the members of the full board present at any properly called meeting, with a minimum of 75% of board members in attendance, for conduct deemed detrimental to the Association, provided however, that such member shall first have been given an opportunity to be heard at the meeting at which such vote is taken.

**Reference:** Minnesota Corrections Association Constitution and Bylaws; article 1, Section 3B.

**Established:** 2018

### **APPROVED BY:**

President: *Mark Groves*

President-elect: *Connie Hartwig*

Administrative Manager: *Debbie Beltz*