

# Maintaining a Safe Community:

## Who Should I Contact?

FSCJ strives to provide a healthy, safe and secure environment for all members of the College community.

To report an incident, please refer to the listing below for the appropriate option. (Please note: In most cases, the incident must have either occurred on campus, during an off-campus College-sponsored event, or off-campus while handling College business.)

### Protected Categories

Race, disability, color, ethnicity, national origin, religion, gender, age, sex, sexual orientation/expression, marital status, veteran status, pregnancy or genetic information

### Discrimination and Harassment

If you have been subjected to discrimination or were harassed based on a protected category, for example:

- ▶ You were subjected to pressure for an intimate relationship; unwelcome sexual advances; unwelcome touching, kissing or hugging; unnecessary references to parts of your body; or remarks about your gender, nonconformity with gender stereotypes, or sexual orientation.
- ▶ You were subjected to or threatened with retaliation for filing a discrimination, harassment or retaliation complaint; seeking a reasonable accommodation for a disability or for a religious observance; or cooperating in the investigation of a complaint.

**Employees** should contact the Equity Office at (904) 632-3221 (confidential) or [equityofficer@fscj.edu](mailto:equityofficer@fscj.edu).

**Students** should contact the Title IX Office at (904) 361-6204 or [titleix@fscj.edu](mailto:titleix@fscj.edu).

**Anyone** may use the third-party reporting vendor, Lighthouse, by calling 1-833-650-0005 or visiting [lighthouse-services.com/FCSRMC](https://lighthouse-services.com/FCSRMC).

*You can also file a complaint with the Jacksonville Human Rights Commission, Florida Commission on Human Relations or the U.S. Equal Employment Opportunity Commission or take any legal action you may deem advisable.*

## Workplace Issues

If you are having a problem with a coworker that is not based on a protected category, for example:

- ▶ You are having a problem with your supervisor that is not based on a protected category.
- ▶ You need a reasonable accommodation for a physical or psychological impairment that substantially limits a major life activity in order to perform the essential functions of your job.

Contact the Employee Relations Office at [emprrelations@fscj.edu](mailto:emprrelations@fscj.edu) or (904) 632-3210.

## Domestic Violence or Harassment

If you are the victim of domestic violence or you have witnessed or have reasonable cause to suspect that an employee is using College resources to threaten, harass or abuse an intimate partner, contact:

Public Safety & Security at (904) 642-7726

Employee Relations Office at [emprrelations@fscj.edu](mailto:emprrelations@fscj.edu) or (904) 632-3210.

## Maintaining a Safe Workplace

Contact Public Safety & Security at (904) 642-7726 for any of the following situations.

- ▶ If you have been subjected to, threatened with or witnessed:
  - Intimidating or bullying conduct
  - Abusive language
  - Threatening behavior
  - Acts of violence
  - Criminal conduct
  - Hate or bias crimes
- ▶ If you have seen someone concealing or using a weapon; or
- ▶ If you have an Order of Protection and want to create an on-campus safety plan.

You can also file a criminal complaint with local law enforcement.

If you have witnessed or have reasonable cause to suspect any physical or sexual abuse of a child or vulnerable adult, you must contact Public Safety & Security at (904) 642-7726. You may also contact the State of Florida Abuse hotline at 1-800-962-2873 (1-800-96-ABUSE).

If you prefer, you can report an incident anonymously to the following and not disclose your name:

**Anonymous Incident Report: 1-833-650-0005 or [lighthouse-services.com/FCSRMC](https://lighthouse-services.com/FCSRMC).**