

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET
SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



February 20, 2012

Dr. Roger Schultz, President
Mt. San Jacinto College
1499 N. State Street
San Jacinto, CA 92583

Dear President Schultz,

On February 6, 7, and 8, 2012, consultants under contract to the California Community College Chancellor's Office, conducted an on-site review at Mt. San Jacinto College to evaluate compliance with the Office for Civil Rights Guidelines for Career Education Practices programs outlined in The Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex and Disability.

Attached are the preliminary findings provided for your staff during the exit interview and a sample "Voluntary Compliance Plan Format". When completing your Voluntary Compliance Plan (VCP), please respond to each of the citations. The VCP format requires the name of the responsible person for each corrective action; the date of action and/or the timeframe for completion. The completed VCP should then be signed by the person authorized to make commitments on behalf of the college. If a particular citation has already been remediated, documentation validating the remediation should accompany the VCP.

If we do not hear from you within 30 days of receipt of this letter, we will assume that you agree with the identified findings. You will have an additional 15 days to submit one copy of your VCP to Sharon Wong, Program Specialist, CCC Chancellor's Office, 1102 Q Street, Sacramento, CA 95811-6594. If you need additional information, contact Sharon Wong at (916) 327-5486 or by email at swong@cccco.edu

The onsite review team members were greatly impressed by the cooperation and courtesy of your staff; the facilitation and coordination by Ms. Irma Ramos, the thorough analysis of facilities prepared by your Director of Facilities, and the outstanding support provided by the administration, staff, and faculty to the students at Mt. San Jacinto College.

Sincerely,

Debra Jones, Ed.D., Dean
Career Education Practices Unit

cc: Irma Ramos, Vice President, Human Resources ✓
Sharon Wong, Program Monitor

Mt. San Jacinto College

Findings of Non-Compliance

February 6, 7, 8, 2012

Subpart A - Procedural Requirements

A-1 Continuing Notice and Designation of Responsible Employee

Recipients must continually and prominently notify employees, students and the general public that all opportunities in Career Technical Education (CTE) programs are offered without regard to age, race, color, national origin, sex or disability. A recipient must include a brief summary of program offerings and admission criteria and the name and telephone number of the person or persons designated to coordinate Title IX and Section 504 compliance activity. A recipient must provide notice in the national origin of the community's primary language that English speaking skills or visual impairment will not be a barrier to admission or participation in CTE programs. [Title VI: 34 C.F.R. § 100.6(d); Title IX: 34 C.F.R. §§ 106.9(a), 106.9(b); Section 504: 34 C.F.R. §§ 104.8(a), 104.8(b); Title II: 28 C.F.R. § 35.106]

Summary of Finding(s):

A-1 - The notice of non-discrimination and the names and telephone numbers of the individuals designated to coordinate Title IX and Section 504 are missing from the following brochures and program announcements: Academic and Financial Resources, Access to College for All, Assessment Center, Disabled Students Programs and Services, Counseling Center, Cal Works, Honors Enrichment Program, Job Placement Services, Biotechnology at MSJC - New Courses, Certificates and Degrees, Discover Mt. San Jacinto College.

A - 1 The names of the individuals identified to coordinate Title IX and Section 504 are missing from the College Catalog, the Faculty Handbook and other major documents.

Recommended Corrective Action(s):

A - 1 Provide a notice to employees, students and the general public identifying the person(s) designated to coordinate activities under Title IX and Section 504 until revision or reprint of documents and publications occurs. Interim steps might include placing a rubber stamp, sticker or an added errata page in documents and publications.

A-2 Annual Public Notification of Nondiscrimination

Prior to the beginning of each school year, recipients must advise students, parents, employees and the general public that all CTE programs will be offered regardless of race, color, national origin, sex, or disability. The notice must include a brief summary of program offerings and admission criteria and the name, office address, and phone number of persons designated to coordinate Title IX and Section 504 compliance activity. If a recipient's service area contains a community of national origin minority persons with limited English language skills, public notification materials must be disseminated to that community in its language and must state that recipients will take steps to assure that the lack of English language skills will not be a barrier to admission and participation in CTE programs. [Guidelines IV-O]

Summary of Finding(s):

The College has provided a designated office for the coordination of Title IX and Section 504, but the names and telephone numbers have not been provided.

Recommended Corrective Action: Provide a general notice to employees, students and the general public to identify the name and telephone numbers of those assigned to coordinate Title IX and Section 504.

Subpart C Accessibility

C – Disability and Access

No qualified person with a disability shall be denied the benefits of, be excluded from participation, in or be otherwise discriminated against under a program or activity of a public entity or a recipient of Federal funds, due to the facilities of the recipient or public entity being inaccessible to or unusable by persons with disabilities. [34 C.F.R. § 104.21 and 28 C.F.R. § 35.149]. Section 504 of the Rehabilitation Act of 1973 – [34 C.F.R. §§ 104.21 – 104.23]; Title II of the Americans with Disabilities Act of 1990 – [28 C.F.R. §§ 35.149 – 35.151]

C-11 Summary of Findings(s)

Accesses to the following locations have limitations for individuals with disability due to the of door knobs installed. These types of doorknobs are awkward for individuals with limited manual dexterity.

Building	Const Date	Standard	Alteration Date	Standard
900 Auto Tech 906 & 907	1970	Title 21 Cal Admin Code	2004 (Restroom)	1991 ADA
1970 PE Offices	1965	Title 21, 24 Cal Admin Code	2005 (Restroom)	1991 ADA

Recommended Corrective Action(s):

C-11 Within a reasonable time frame take corrective action by replacing door knobs with lever- type handles or other means that meet the regulations of ADA and Section 504.

C-16 Summary of Findings

Drinking fountains in the following locations are inaccessible to individual who are disabled.

Building	Const Date	Standard	Alteration Date	Standard
300 Library - near front door and at entrance to Resource Center	1970	Title 21 Cal Admin Code	2003 (Restroom) 2010 (Conversion of workroom to ESL classroom)	1991 ADA
900 Auto Tech - inside the building	1970	Title 21 Cal Admin Code	2004 (Restroom)	1991 ADA
1100 Student Center - near entrance to 1121	1966	Title 21 Cal Admin Code	2004 (Restroom) 2011(ADA Access Door)	1991 ADA 1991 ADA
1400 Fine Arts - near Ceramics Lab	1978	Title 21, 24 Cal Admin Code	2008 (Restroom)	1991 ADA
1970 PE Offices - two fountains on Eastside of Men's Locker Room	1965	Title 21, 24 Cal Admin Code	2005 (Restroom)	1991 ADA

Recommended Corrective Action(s):

C-16 Within a reasonable timeframe accommodate in the way of a notice as to where the nearest drinking fountain is located that meets the guidelines providing an interim water facility that students can reach.

VOLUNTARY COMPLIANCE PLAN

California Community Colleges

College: _____ Date _____

Address: _____

City

Zip

Contact Person: _____

Telephone

Technical Assistance Requested: Yes _____ No _____

Compliance Issue	Plan/Activities/Timeframe	Responsible Person

College: _____ Date _____

Compliance Issue	Plan/Activities/Timeframe	Responsible Person