



College of the Mainland™

Office of
Diversity and Equity

Lonica L. Bush, JD
Executive Director/In-House Counsel
lbush@com.edu

Welcome New Employee!

IMPORTANT INFORMATION ABOUT MANDATORY EMPLOYEE TRAINING

You have (30) days from your hire date to complete our online training of “Preventing Sexual Harassment” & “Preventing Employment Discrimination”

You can access the training by visiting the following location:

http://training.newmedialearning.com/top_level/cmainland_choice.htm

College of the Mainland is committed to maintaining a community in which the dignity of every individual is respected. Key to this commitment is our continued efforts to foster and nurture an environment in which we strive to achieve a common understanding of what constitutes appropriate non-discriminatory behavior. To this end, we offer this automated web-based training program, entitled “Preventing Sexual Harassment” and “Preventing Employment Discrimination.” Whether full-time, part-time or student worker, ALL EMPLOYEES are required to participate in this interactive computer training program.

The purpose of this online training is to help you identify, avoid, and report behaviors that appear to violate employment discrimination laws. Our vision to be a valued and vital community partner striving to enrich our expanding community and prepare our students to live and work in a diverse and global environment dictates that we work together through education, and where appropriate, intervention and decisive action in order to prevent employment discrimination based on race, age, sex, religion, national origin, disability, or veteran status.

To insure that we are in compliance with legislative mandate, please forward a copy of your completion certificate provided to you at the end of the automated program to the Human Resources Dept., SC-223.

If you need assistance or have any questions, please contact me at 409-933-8413.

Sincerely,

