



No Retaliation Policy

Policy Source: Student Affairs and Human Resources

Type: Policy and Procedure

Handbook: Student and Employee Handbooks and Institutional Policies

Purpose and Scope

The purpose of this policy is to define and prohibit retaliation against individuals who engage in protected activities within the KCAI community. This policy applies to all members of the KCAI community, including students, faculty, staff, and contractors.

Policy Details

Intimidating, coercing, or acting in any manner consistent with the intent to achieve reprisal against someone who has engaged in protected activity is defined as retaliation. Protected activities include:

- Reporting a violation or suspected violation of a campus policy
- Filing a formal complaint or grievance
- Assisting someone in making a report or filing a form complaint/grievance
- Participating in any manner in an investigation

A member of the KCAI community who retaliates against someone participating in the protected activities listed above is subject to disciplinary action, up to and including dismissal from KCAI. Individuals accused of violating this policy may also be held responsible for any retaliation that is done by a third party if they are found to have directed or caused the third party to engage in the retaliatory behavior.

Individuals who believe they have suffered retaliation may report to:

Human Resources: 816.802.3434/816-802-3433

Associate Vice President of Student Affairs: 816.802.3419

Related Policies/Forms/Templates

KCAI Student and Employee Handbooks

Review History

Version	Date	Author	Purpose
1.0	June 23, 2025	Gina Golba	Edited to match new policy template

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