



# MABALACAT CITY COLLEGE

FROM THE MINUTES OF THE 2<sup>nd</sup> REGULAR MEETING OF THE BOARD OF TRUSTEES OF MABALACAT CITY COLLEGE HELD ON APRIL 22, 2021 2:00 P.M. VIA MICROSOFT TEAMS (VIRTUAL)

**PRESENT:**

- Chairperson** - Hon. Crisostomo C. Garbo Mayor, Mabalacat City, Pampanga
- Vice Chairperson** - Dr. Michelle A. Ong College President
- Members -**
- Dr. Imelda DP. Soriano Representative, ALCU-National
- Ms. Rebecca Q. Lising President, MCC Faculty Association
- Mr. Niel P. Rigdao President, MCC Alumni Association
- Mr. John Khyle David B. Villanueva President, MCC Student Council

**Secretary of the Meeting -**

Atty. Charmaine P. Lansangan-Venturina

**ABSENT:**

Hon. Krizzanel C. Garbo Chairperson, Committee on Education, Sangguniang Panlungsod, Mabalacat City, Pampanga

**RESOLUTION NO. 14**  
Series of 2021

**APPROVING THE SAFE SPACE POLICY OF MABALACAT CITY COLLEGE**

**WHEREAS**, Article III Section 6 of the City Ordinance No. 60 s. 2016 generally known as The New Charter of Mabalacat City College, the Sangguniang Panlungsod empowers Mabalacat City College to exercise the general powers prescribed by this Ordinance in

order to carry out and perform the powers and functions are hereby vested exclusively by the Board of Trustees;

**WHEREAS**, Article II section 7 (q), of the City Ordinance No. 60 s. 2016 generally known as The New Charter of Mabalacat City College, the Sangguniang Panlungsod of

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# MABALACAT CITY COLLEGE

Mabalacat City empowers the Board of Trustees to exercise and perform such other powers and functions not inconsistent with existing law or ordinance as it may deem necessary for the effective and efficient governance of the College;

**WHEREAS**, Mabalacat City College is committed in creating, implementing, and sustaining a safe space for its employees, students and other members of the College community;

**WHEREAS**, With the aim of ensuring the safety, equality and security of individuals and to create an environment in which all students, personnel and visitors feel welcome and respected, Mabalacat City College is and should be a safe space;

**NOW, THEREFORE, BE IT RESOLVED**, as it is hereby RESOLVED, by the Board of Trustees of MCC in its 2<sup>nd</sup> Regular Meeting herein assembled, to approve the following policy:

## SAFE SPACE POLICY

### OBJECTIVES

This policy aims to ensure the equality, security, and safety of every individual inside the College.

### SCOPE

Mabalacat City College (MCC) operates under a Safe Space Policy which covers all students, teaching and non-teaching personnel, and guests.

### POLICY

Mabalacat City College is committed to the principles of liberation, equality, diversity, and inclusion, thus MCC ensures a safe environment in which all students, personnel and guests feel welcome, respected, and able to fully participate in events and activities of the college.

To ensure this environment is maintained, the following behaviors towards personnel, students, and guests of MCC are not to be tolerated:

1. Harassment, defined as any behavior which is directed at an individual or group which is non-consensual. This includes sexual harassment such as cat-calling, groping or stalking.
2. Abuse, covering both verbal and physical abuse, including sexual assault, which results in an individual or group feeling intimidated or unsafe.



## MABALACAT CITY COLLEGE

3. Discrimination, including verbal and physical expressions of discrimination, based on any of the following characteristics:
  - a. Age
  - b. Class
  - c. Disability and Mental Illness
  - d. Gender
  - e. Marriage and Civil Partnership
  - f. Nationality and Country of Citizenship
  - g. Political Affiliation
  - h. Pregnancy and Maternity
  - i. Race and Ethnicity
  - j. Religion and Belief
  
4. Violence, defined as any act of physical intimidation or aggression, including threats of violence.

All students, personnel, and guests of MCC are accountable for their own conduct and must refrain from any of the behaviors listed above.

MCC also encourages everyone to:

1. Be aware of the connotations of their language.
2. Avoid making assumptions about another person's gender, sexuality, disability, ethnic identity, or life experiences.
3. Be respectful of others including their physical and emotional boundaries.
4. Be prepared to challenge harassment and discrimination if they are witness to an incident, and where appropriate, to report it.

Event organizers/coordinators shall be responsible for ensuring that all guests, or event attendees, including external speakers, are aware of and adhere to the Safe Spaces Policy.

The Office of the Vice President for Academic Affairs ("OVPAA") must hold an orientation for all enrolled students about the provisions of the Safe Spaces Act and how they can report cases of gender-based streets, public spaces, and online sexual harassment committed against them. Such orientation must be included in the orientation of freshmen every academic year.

The OVPAA shall also ensure that all students are given age-appropriate training on gender sensitivity and gender-based violence by including topics about sexual harassment, and other gender and development-related themes in the appropriate general education subject.

### Breaches of the Policy

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## MABALACAT CITY COLLEGE

The Board of Directors authorizes the incumbent College President to designate the Officers-in-Charge to receive complaints regarding incidents of breach of this policy committed by:

1. MCC personnel (teaching and non-teaching)
2. MCC Guests/Visitors

and forward these to the Committee on Decorum and Investigation of the local government of Mabalacat City ("LGU") or the proper government agency, who shall impose administrative disciplinary measures to the above-mentioned who commit acts of gender-based sexual harassment against a student, fellow personnel/instructor, or guest. The grievance procedures to facilitate filing of complaints against a staff, faculty member or guests shall follow that of the grievance procedure of the LGU in accordance with the civil service laws and the law on safe spaces.

The College President shall also designate Officers-in-Charge to receive complaint regarding incidents of breach of this policy committed by students against a fellow student, instructor or guest. A committee that is equivalent to that of the Committee on Decorum and Investigation may be created or designated to an existing committee by the incumbent President ("MCC-CODI").

The grievance procedures to facilitate the complaints against a student shall be drafted or adopted, if there exist already, by the MCC-CODI.

When an individual does not want to file a complaint nor request the school to act on the victim-survivor's behalf, possible acts of sexual harassment known by staff, faculty member, and school authorities shall be promptly investigated by the Officers-In-Charge to determine the truthfulness of the information. Appropriate steps must be taken to resolve the issue.

In the event that the victim-survivor decides to go to court, the College shall make the proper referral for legal assistance.

The College shall also give due consideration to parties involved in court proceedings, with respect to school or work requirement, e.g., excused absences in classes.

Minor students who are found to commit sexual harassment shall only be held liable for administrative sanctions by the College, as stated in the student handbook.

Victim-survivors shall not be prevented from pursuing a separate and independent action for damages and other requested relief for injuries.

**RESOLVED FURTHER**, That a copy of this resolution be furnished to the concerned offices.

**APPROVED** this 22th day of April 2021.



Republic of the Philippines  
Province of Pampanga  
Mabalacat City



# MABALACAT CITY COLLEGE

Approved by:

**HON. CRISOSTOMO C. GARBO**

Chairperson, Mayor of the LGU of Mabalacat City

**DR. MICHELLE A. ONG**

Vice Chairperson, College President

**HON. KRIZZANEL C. GARBO**

Member, Chairperson - Committee on Education  
Sangguniang Panlungsod of the LGU of  
Mabalacat City

**DR. IMELDA DP. SORIANO**

Representative, ALCU - National

**MS. REBECCA Q. LISING**

Member, President - MCC Faculty Association

**MR. NIEL P. RIGDAO**

Member, President - MCC Alumni Association

**MR. JOHN KHYLE DAVID B. VILLANUEVA**

Member, President - MCC Student Council

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