

EXHIBIT Q

From: **Suzanne Guevarra** <sguevarra@cca.edu>
Date: Fri, Dec 22, 2023 at 10:02 AM
Subject: Re: Follow Up to Student Complaint
To: Ren Fiss <kfiss@cca.edu>

Dear Ren,

Thank you for following up and I appreciate you completing the course.

Can you confirm that you have also deleted the photos? Please also confirm your review of the anti-harassment and discrimination policies by signing and returning the attached document.

The employee investigation process does not have a formal appeal process. The final outcome is reviewed by the VP of HR prior to being shared with the respondent. We conducted a thorough investigation with multiple witness interviews and the outcome is based on the preponderance of the evidence. If you have evidence or a new witness to share that may present new information in regards to the investigation, please let me know. The disciplinary measures are reasonable and in alignment with the final determination.

Best,
Suzanne

SUZANNE GUEVARRA Director of Human Resources (she, her)
sguevarra@cca.edu | p 415.551.9288



1111 Eighth Street | San Francisco, CA | 94107

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