

# Dickinson College

## Bias Incident Protocol

### I. Purpose of Protocol

#### *Brief History*

In the spring of 2010, a group of faculty and administrators met to discuss a number of concerning incidents reported by students involving issues of race, gender, and sexual orientation. The key questions that were raised included what resources are available for affected individuals? How does the College respond to an expression that may be offensive or inflammatory to some but does not constitute a violation of our Community Standards or the law? What are the protocols for addressing these types of incidents?

In the spring of 2011, a group of faculty, students, and administrators gathered to pull together and expand upon policies and procedures already in existence related to issues of bias and discrimination. What follows is a product of those conversations, research of our peer institutions' policies, and our commitment as outlined in Strategic Plan III (2011) to "build a supportive and inclusive community characterized by respect, equality, and accountability".

#### *Purpose*

The Bias Incident Protocol will provide members of the Dickinson community with information on the process for reporting bias incidents and hate crimes; identify campus resources for targets, witnesses, and alleged perpetrators involved in the incident; and outline the purpose, structure, and make-up of a Bias Education & Response Team (BERT). The Protocol outlines steps for addressing incidents whereby students are targets and the alleged perpetrators are students, faculty, or staff of Dickinson College.

This protocol and the mechanisms created by it (such as the B.E.R.T.) are intended to serve as resources for students seeking assistance in navigating existing policies and procedures of Dickinson College, where such exist, and not to supersede policies and procedures already in place. For situations not covered by existing college policies and procedures, this protocol and the mechanisms created by it are intended to assist students in determining their options for redress and to support them as they seek resolution.

### II. Statement of Values

The following are supporting statements from the College's strategic plans that helped guide the development of this protocol:

#### *The American Project*

As a College, we are committed to the American project-yet unfulfilled-of promoting principles of openness, pluralism, inclusiveness, and democracy. We believe that no college can achieve its academic and social goals without reflecting the richness of diverse peoples and voices in American and in the world. To reach our goals in this area, we will continue to enhance the diversity of our own community and broaden the range of other communities with which we must regularly interact in Carlisle, the nation, and the world. Our programs and activities will teach students respect for all peoples. (Dickinson College Strategic Plan II)

Diversity includes the presence of persons different from one another on a variety of parameters. It recognizes that each individual possess multiple characteristics that comprise their identity and impacts how they are perceived by and how they interact with others. These characteristics include but are not limited to race, age, color, gender identity and expression, national origin, sexual orientation, religious affiliation or non-affiliation, ability and disability status. To this regard we continue to work toward our strategic objective to "support a climate on campus that builds community and encourages open dialogue on issues of intellectual, ethical and social importance, teach and model for students the practice of engagement with critical and controversial issues related to difference in our culture, and foster

a sophisticated understanding of the balance between our diversity and the commonalities inherent in our shared humanity.” (Diversity Strategic Plan-SP III)

Dickinson welcomes reports of behaviors that a student believes are based on personal characteristics shared by a number of individuals. While there may be no formal solution to such acts, the College is committed to exploring opportunities to open communications and build community under these circumstances.

### III. College policy

**Discrimination based upon sexual orientation, gender identity, gender expression or legally protected characteristics such as race, gender, religion, national origin, ethnicity, disability or military status is strictly prohibited.**

Under this policy, no Dickinson College student, staff or faculty member shall, on the basis of a characteristic protected by law or college policy, be denied the benefits of, or be subjected to discrimination under any college program or activity.

### IV. Definitions

**Bias incident** is defined as a pejorative act or expression that a reasonable person would conclude is directed at and/or impacts a member or group based on but not limited to those characteristics outlined above. A bias motivated incident can occur whether the act or expression was intentional or unintentional.

**Hate crime** is “a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their [perceived] race, gender, religion, disability, sexual orientation or ethnicity.” (Clery Act cited in Handbook for Campus Safety & Security Reporting, p. 55)

*While all hate crimes are bias incidents, not all bias incidents are considered hate crimes.*

Although the expression of an idea or point of view may be offensive or inflammatory to some, it is not necessarily a violation of our Community Standards or law. Dickinson embraces the free exchange of ideas essential to an academic community of inquiry.

### V. Reporting, Response, & Resolution

#### **REPORTING:**

The following options are available for students who believe they have been a target or witness to a bias incident or hate crime:

- Visit the *Interrupting Bias* website where you can fill out an online form to report the incident and/or contact the B.E.R.T Coordinator. If your report involves conduct for which there is already a reporting process in place, B.E.R.T. will help you access this process.
- File a complaint with the Department of Public Safety. Students who are targeted by or witness to a bias incident or hate crime are encouraged to contact DPS immediately. Whenever possible, physical evidence (emails, written statements, Facebook posts, etc.) related to the incident should not be disturbed or destroyed before it is documented and preserved as necessary by an officer.
  - You may also report information anonymously through the DPS Anonymous Tip website ([http://www.dickinson.edu/info/20247/departement\\_of\\_public\\_safety/1654/crime\\_information/3](http://www.dickinson.edu/info/20247/departement_of_public_safety/1654/crime_information/3)). Please note that reporting via the Anonymous Tip will make follow up by a staff member not possible.
- File or report directly under reporting processes outlined in existing College policies and procedures, such as the Community Standards, the Sexual Misconduct Policy and the Grievance Policy.

*RESPONSE:*

When contact information has been provided in a non-emergency situation:

A member of the B.E.R.T will be in contact within 72 hours. A meeting will be scheduled which may include completing or filling out any missing information from the reporting form, providing the affected individuals with information regarding existing reporting processes, relevant campus resources and notifying DPS to begin an investigation of the incident (if DPS has not been previously notified).

When no contact information has been provided:

The form will serve as a record for institutional memory to identify any patterns regarding bias and hate crime incidents. To the extent that enough information is provided on the reporting form DPS will be asked to investigate the incident.

*RESOLUTION:*

The goals for resolving bias motivated incidents /hate crimes include the following 1) enhance the principles of openness, pluralism, inclusiveness, and democracy, 2) to restore for targets and witnesses a sense of safety and repair to one's sense of community, 3) to be educative rather than simply punitive, 4) to model for the community at large effective approaches for addressing and interrupting bias, and 5) to restore and maintain a discriminatory and bias free environment for all members of the campus community.

In cases where bias incidents are not violations of the Community Standards, the Sexual Misconduct Policy, the Grievance Policy or any other applicable policy of the College, the Bias Education & Response Team (B.E.R.T) will serve as primary coordinators for seeking resolution. Approaches to resolving incidents may include but are not limited to: conflict resolution sessions between target/witness and perpetrator(s), organizing community forums, community service requirement, etc.

VI. Bias Education & Response Team

**Function of B.E.R.T:** The Bias Education & Response Team (B.E.R.T) represents a cross section of the Dickinson community (faculty, administrators, and students) who serve to provide direct support to any individual(s) affected by a bias incident or hate crime, document the incident for information gathering and archival purposes, and coordinate responses to incidents of bias that take place on Dickinson's campus and/or between Dickinson affiliated individuals (e.g. employees, students).

**Support & Partner:** B.E.R.T members will provide direct support by guiding any individual(s) witness to or targeted by through the process for reporting bias-motivated incidents (see Section IV Reporting, Response, & Resolution). B.E.R.T members will also connect individual(s) to campus resources as additional sources of support. In addition, B.E.R.T members will partner with individuals affected by bias incidents and when appropriate hate crimes to identify appropriate responses for address.

**Documentation:** The B.E.R.T coordinator will maintain summary reports of bias incidents and hate crimes for information gathering and archival purposes. Through record keeping, the BERT will be better equipped to identify any patterns of bias and discrimination that exist on campus which will inform our efforts toward address of the incident as well as overall goals with regards to diversity education. The names of targets witnesses and perpetrator(s) will be excluded from these records for privacy purposes. In addition, documentation will allow for team to evaluate effectiveness of responses with the purpose to improve the College's response and education around incidents of bias and discrimination.

Collection of data will be coordinated with DPS to ensure compliance with the Clery Act with regards to hate crimes occurring on college campuses.

**Coordinate Response(s):** B.E.R.T responders will work in conjunction with other campus resources to coordinate responses (e.g. Academic Affairs, Campus Life, Religious Life, Wellness Center) to bias- incidents/hate crimes. Responses to bias incidents will be both proactive and responsive. It is our aim that all responses are educative in nature, educating the community on what constitutes bias and the impact bias has on a community.

B.E.R.T responders will NOT be involved in the investigative aspects of bias incidents. Dickinson's Department of Public Safety (and when applicable Carlisle Police Dept.) will continue to be the primary investigators.

B.E.R.T will meet periodically throughout the academic year (a minimum of twice a semester) to review reported bias incidents and/or to receive relevant training. Each semester a report of bias incidents will be generated by the coordinator.

#### VII. Relevant College Policies

- a) Dickinson College Community Standards
- b) Grievance Policy
- c) Sexual Misconduct Policy

#### VIII. Campus & Community Resources

##### CAMPUS RESOURCES

###### **Department of Public Safety**

Kaufman Building (corner of W. Louthier & Cherry St)

24 hour service, Sunday-Saturday

[security@dickinson.edu](mailto:security@dickinson.edu)

717-245-1349 (non-emergency line); 717 245 1111 (emergency line)

Point of Contact: Dolores Danser, Chief of Public Safety

###### **Division of Student Life & Diversity Team**

Mon-Fri 8:30a-4:30p

[bylander@dickinson.edu](mailto:bylander@dickinson.edu);

717-245-1392

Point of Contact: Joyce Bylander, Vice President & Dean

###### **Associate Dean of Students**

Lower Level, Holland Union Building

Mon-Fri 8:30a-4:30p

[harrisa@dickinson.edu](mailto:harrisa@dickinson.edu)

717-245-1556

Point of Contact: Angie Harris

##### COMMUNITY RESOURCES

###### **YWCA Carlisle**

301 G. Street (Carlisle, PA); 717-243-3818; <http://www.ywcaCarlisle.org/>

The mission of the YWCA is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

###### **LGBT Community Center Coalition of Central PA**

1306 N. Third Street (Harrisburg, PA); 717-920-9536; <http://www.centralpalgbtcenter.org/>

The mission of the LGBT Community Center Coalition is to create common ground for the LGBT community and allies in central Pennsylvania by providing services through spiritual, educational and cultural activities that foster wholeness