

BIAS

INCIDENT

RESPONSE

TEAM

PROTOCOL



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PURPOSE

Keuka College aspires to create an environment that is inclusive and safe for all to live and learn. Therefore, the Bias Incident Response Team was created to support and assist with a campus response to bias incidents or hate crimes. This formal response supports the College's commitment to create an environment in which civility and mutual respect are paramount. The Bias Incident Response Team works to prevent hate crimes and bias incidents; address such situations that occur; and educate and inform the community by creating awareness in order to fight ignorance and intolerance.

DEFINITION OF A HATE CRIME

A hate crime is an actual criminal offense motivated in whole or part by the offender's bias toward the victim's status based on race, ethnicity, religious status, sexual orientation, marital status, parental status, socio-economic status, age, culture, language, physical or mental ability, gender identity and expression, and region of origin.

DEFINITION OF A BIAS INCIDENT

A bias incident is conduct, speech, or other form of expression that is motivated by bias based on perceived race, ethnicity, religious status, sexual orientation, marital status, parental status, socio-economic status, age, culture, language, physical or mental ability, gender identity and expression, and region of origin. A bias incident can occur whether the act is intentional or unintentional, and may actually be a legal act. Speech or expression that is consistent with the principles of academic freedom may or may not necessarily constitute a bias incident.

POLICY ON DISCRIMINATORY AND BIAS-RELATED INCIDENTS

Keuka College is committed to the values and ideals of human dignity, equality, autonomy, and morality. This mission embodies an institutional acceptance and affirmation of diversity as an existent and valued feature of human reality. All members of the College are expected to treat each other in a manner that acknowledges the legitimacy of alternative value systems, approaches to knowledge, and varied cultural and historical backgrounds.

The goal of this policy is to realize the College's vision of diversity in the day-to-day activities of faculty, staff, and students. Curricular, pedagogical, and scholarly endeavors that exemplify this commitment must be actively acknowledged, encouraged, and supported. Ideas, structures, and practices that deny, restrict, or demean human dignity, equality, autonomy, and morality are unacceptable. Members of the community who violate or disregard the spirit of this philosophy, either in word or in action, may be subject to disciplinary action.

NON-DISCRIMINATION POLICY

Members of the Keuka College community have the right to be free from discrimination by any agent or organization of Keuka College for reasons including, but not limited to, the following: race, ethnicity, religious status, sexual orientation, marital status, parental status, socio-economic status, age, culture, language, physical or mental ability, gender identity and expression, and region of origin.

Acts by students found to be discriminatory or bias-related, such as racial slurs, hate speech, threatening behavior, or other hateful actions, may result in sanctions that include a public apology and/or a presentation of an educational program to the community by the person(s) responsible. They may also result in a written reprimand and warning, deferred suspension, community or campus service, parental notification, suspension, or expulsion. Discriminatory or bias-related acts by faculty or staff will be addressed through the appropriate faculty and human resources processes.

PROTOCOL

The bias-incident protocol is initiated when a hate crime or bias incident is reported. The protocol was designed to ensure a timely, efficient, and effective response to campus bias-related incidents or hate crimes involving Keuka College students. In instances of alleged incidents between faculty, staff and students, the Bias Incident Response Team will convene on behalf of the student and refer the incident to the president/associate vice president of academic affairs, and HR as appropriate. The protocol may apply to incidents off campus as determined in the College's Code of Student Conduct. This protocol is not in lieu of, and does not override, established College or external processes and services available to students.

REPORTING A HATE CRIME OR BIAS INCIDENT

Any member of the College community who believes that he or she has been the victim of a hate crime or a bias-related incident that involves a student should immediately bring the matter to the attention of his/her work supervisor, the vice president/associate vice president of student development, who will seek to resolve the matter as quickly and directly as possible. Cases involving staff members will be handled by the direct supervisor and the HR office. Cases involving faculty will be handled by the vice president for academic affairs and the appropriate faculty committee. Cases involving students will be adjudicated through the student judicial system. All members of the College community will be notified of the disciplinary outcome.

JUDICIAL SANCTIONS FOR HATE CRIMES AND BIAS-RELATED VIOLATIONS

Violations to the Code of Student Conduct that involve hate crimes or bias-related behavior will be addressed on a case-by-case basis. A charge of bias-related harassment will be in addition to any primary violation of the Code (i.e. "Abuse"). Sanctions against a student found responsible for a bias-related incident and/or a hate crime include, but are not limited to, written reprimand, presentation of a public educational program, community service, parental notification, deferred suspension, and suspension/expulsion. These are examples of progressive sanctions that may be levied. More severe sanctions may be levied, however, depending on the severity of the incident.

First Level Offense

Public apology and/or presentation of an educational program to the community, written reprimand and warning.

Second Level Offense

Deferred suspension, community or campus service, and parental notification.

Third Level Offense

Suspension or expulsion.

PROCEDURAL STEPS

- Bias-related incident or hate crime is reported.
- The Bias Incident Response Team will review the report and determine if incident meets the criteria for a hate crime or bias-related incident and also determine appropriate committee response, if needed.
- The vice president or associate vice president for student development will communicate with the campus via e-mail within 24 hours of the Bias Incident Response Team's determination.
- Front-line respondents to the incident and student affairs staff will assess and determine appropriate services or needs.
- Documentation and judicial process will begin immediately, including right to appeal.
- The vice president/associate vice president of student development will send a final communication to campus regarding resolution of the incident.

FAQ

What is a bias incident?

A bias incident is motivated by a person's actual or perceived race, ethnicity, religious status, sexual orientation, marital status, parental status, socio-economic status, age, culture, language, physical or mental ability, gender identity and expression, or region of origin. For example, the use of a racial slur or derogatory word directed at a person could be a bias incident. Most words, including racial and ethnic slurs, are considered "protected speech" under the First Amendment to the United States Constitution, and therefore are lawful. All hate crimes are considered bias incidents, but not all bias incidents are considered hate crimes.

What are the indicators of a hate crime or bias incident?

- Is the motivation of the alleged offender known?
- Was the incident known to have been motivated by racial, religious, ethnic, sexual orientation, gender, or disability bias?
- Is there no other clear motivation for the incident?
- Were any remarks made regarding race, religion, ethnicity, sexual orientation, gender or disability by the offender?
- Were any offensive symbols, words, or acts used that are known to represent a hate group or other evidence of bias displayed against a group?
- Did the incident occur on a holiday or other day of significance to a group?
- What do the demographics of the area say about the incident?

Should I report bias incidents to Campus Safety?

Yes. It is extremely important that all bias incidents and hate crimes be reported to campus safety as soon as possible. Unless campus safety is made aware of an incident, there is little that can be done to prevent future events.

Why does Keuka College need a Bias Incident Response Team?

Bias Incident Response Teams are common on college campuses that are committed to providing students and staff with a safe place to work, live, and learn. The team has a role in helping prevent such incidents by providing education and awareness.

How often does the Bias Incident Response Team meet?

The Bias Incident Response Team is not a standing College committee and does not meet regularly. Typically, the team will meet once a semester to assess the campus climate and develop programs for the semester. The team also convenes any time a bias incident or hate crime is reported.

What can I do to prevent a hate crime or bias incident?

Everyone has the ability to do their part to prevent bias incidents and hate crimes. Creating a “hate free zone” starts with you. For a list of ideas of how you can contribute to making Keuka College a safe place for everyone, look at “10 Ways to Fight Hate On Campus” at <http://life.keuka.edu/multicultural-affairs>.

BIAS INCIDENT RESPONSE TEAM MEMBERSHIP

- VP of Student Development/Dean of Students
- Associate VP of Student Development
- Director of Multicultural Affairs
- College Chaplain
- Director of Teamworks!
- One faculty member
- Director of Campus Safety
- Two Student Senate representatives (one man/one women)

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