

Bias Response Assessment Tool

1. Does your college have a designated team of people who are tasked with responding to bias based incidents on your campus?
 - Yes, a stand-alone team tasked solely to respond to bias-based incidents
 - Yes, a team imbedded within another committee, such as a Behavioral Intervention Team
 - No, but we have clear procedures and identified personnel who are prepared to respond to an incident
 - No, we do not have a designated team of people tasked with responding to bias based incidents on our campus or any clear protocols in place
 - Don't know/no response

- 1a. If your campus has a designated team of people tasked with responding to bias incidents on your campus, how often do they meet?
 - As needed to manage an incident
 - As needed and additionally at least once a year to stay current with training and bias-based response protocols

2. Does your BRT have an executive sponsor who chairs the team?
 - Yes, an executive sponsor chairs the BRT
 - No, but at least one member of the executive team sits on the BRT
 - No, but the BRT reports to an executive sponsor
 - No, there is no executive sponsor with oversight of the BRT
 - Don't know/no response

- 2a. Does your BRT have authority to make rapid decisions in response to a bias-based incident?
 - Yes
 - No
 - Don't know/no response

3. What is the authority and/or responsibility of your BRT? (mark all that apply)
 - Receive, monitor, and refer incidents of bias
 - Coordinate college responses to bias-based incidents that impact all or a significant portion of the college community
 - Provide immediate assistance and support to those impacted by bias-based behavior

- Provide a conduit for reporting incidents of bias-based behavior
 - Work collaboratively to offer a comprehensive and multifaceted primary prevention and education bias/hate crime program with the expectation of changing attitudes, behaviors and the campus culture, and ensuring that the campus community knows how the college will respond to such acts
 - Assist in upholding the college's message related to its commitment to a safe, inclusive and equitable environment for all students and stated no tolerance for discriminatory behavior, bias actions and hate crimes
 - Provide ongoing training and information to the campus community about policies and procedures related to discrimination, bias incidents, hate crimes and resources
 - Collect and analyze data related to bias incidents and hate crimes, number of individuals participating in prevention activities and professional development opportunities, learning that occurred during professional development activities, and impact on college climate, as well as a written end of the year report
 - We don't have a BRT on campus
 - Don't know/no response
4. Does your BRT include diverse representation from your campus with necessary experience or expertise to bring significant value to the team, including demonstrated understanding of unconscious bias, prejudice, and discrimination, First Amendment rights, hate crimes and an awareness of historical, systemic and institutional racism, sexism, homophobia, ableism, xenophobia, etc.?
- Yes, the members of the BRT have requisite experience and training to effectively understand bias incidents and respond appropriately
 - The members of the BRT have some experience and training to effectively understand bias incidents and respond appropriately but the team as a whole could use more training and/or diversification
 - No, the members of the BRT do not have requisite experience and training to effectively understand bias incidents and respond appropriately
 - We don't have a BRT on campus
 - Don't know/no response
5. Has your BRT received any formal training regarding bias and effective responses to bias-based incidents?
- Yes, within the past 2 years
 - Yes, within the past 5 years
 - Yes, more than 5 years ago
 - No, we've never received any formal training
 - We don't have a BRT on campus
 - Don't know/no response

6. Does your college have a policy or procedure regarding bias-based incidents?

- Yes
- Policies and procedures are in development
- No
- Don't know/no response

6a. If your campus has a policy or procedure regarding bias-based incidents, does it include:

- A clear definition of what constitutes a bias-based incident
- How to report a bias-based incident
- What steps are taken once a bias-incident has been reported
- Who will be responsible for responding to the bias-based incident
- What type of incident warrants communication to the college community (e.g., bias incident that includes a physical threat; bias-based incident that includes a community member; bias incident that involves public graffiti or flyers, etc.)
- What type of bias-based incident requires notifying the Board of Trustees
- How will information about the incident be communicated to the college community
- What steps has the campus taken to address the bias-based incident
- What resources are available to the campus community
- Other

7. Does your college have a clear action plan or procedure in place to assist with a response, including communication plans, referrals to campus and community resources, and mechanisms for supporting those impacted by the incident?

- Yes
- Plans and procedures are in development
- No
- Don't know/no response

7a. If yes, does your plan include the following (check all that apply):

- Outreach and support to the targeted victim(s). Such outreach may include personal phone call(s), meeting with the identified person(s) and/or broader community; meeting with members of a student organization, referrals to campus and community resources, and information about making additional reports (e.g. Title IX, Police Report)
- Ensuring measures for protecting against retaliation or reprisal for reporting a bias-based incident
- Plan for cleaning up or remedying the affected area, if needed (e.g. painting over graffiti, removing flyers)

- Coordination with existing systems and departments (e.g. Student Conduct, Human Resources, Title IX, local law enforcement)
 - Timely campus notification about the incident, including the college's response, leadership statement about college policy and commitment to a bias-free campus, and available resources
8. Does your college have a reporting tool for individuals to report incidents of bias, including the option for anonymous reporting?
- Yes
 - A reporting tool is in development
 - No
 - Don't know/no response
- 8a. If yes, does your reporting tool allow for tracking and reporting on bias-based incidents, including number of incidents, types of incidents, and responses provided?
- Yes
 - In development
 - No
- 8b. If yes, is your reporting tool shared out regularly with the campus community about its purpose and how it is used?
- Yes, reminders are shared out quarterly
 - Yes, reminders are shared out yearly
 - No, we do not regularly share out the tool with the campus community
9. Does your bias response have clear procedures for how to work effectively with other existing policies and systems for addressing acts of discrimination, harassment or violence, including Human Resources, Code of Student Conduct, Title IX and Safety and Security?
- Yes, clear procedures for all other compliance and systems
 - Clear procedures for some but not all
 - No, but this is in development
 - No clear procedures are in place
 - Don't know/no response
10. Does your college have a policy regarding free speech, posting policies, etc?
- Yes
 - In development
 - No
 - Don't know/no response