



BIAS INCIDENT RESPONSE TEAM

1. Purpose

1.1. The purpose of the Bias Incident Response Team (BIRT) is to address reports of bias incidents in ways that support those most impacted, promote education and dialogue, and affirm Cleveland State University's commitment to equity and diversity, free speech and academic freedom. The BIRT coordinates the University's response, but does not have an investigative or disciplinary role.

1.2. Specifically, the BIRT is charged with:

Developing and implementing a voluntary mechanism for members of the University community to report bias incidents;

Referring those impacted to established mechanisms for support and to address harassment, discrimination and violence, as appropriate;

Coordinating information-sharing and communication about reported incidents; and

Making recommendations to senior University leadership about policies, practices or programs to address bias incidents.

1.3. This Protocol does not address mandatory reporting of incidents of discrimination required under the University's

Faculty Senate President
Student Government Association

2.3. Representatives of other offices may be invited to attend BIRT meetings on an ad hoc basis.

3. Response to a Report of Bias Incident

3.1. For the purposes of BIRT, a “bias incident” is defined as an act of bigotry, harassment, or intimidation

Determine whether to refer the incident to an appropriate office for investigation (e.g. OIE, Student Conduct, Human Resources, the Police Department) if such a report has not already been made.

Develop a communication plan if considered necessary. Such communication plan should consider all internal constituencies, as well as whether off-campus stakeholders should be informed / consulted about the incident.

Recommend to senior leadership appropriate educational responses to the incident.

- 3.3. **At least annually**, the CDO will organize a meeting of the BIRT to review known incidents, including any identified patterns, and to look for ways to strengthen CSU's