



It is the intention of Wright State University to help foster a sense of civility and campus community.



Bias-related incidents can happen to anyone, anywhere, and at any time.



We value upholding civility, community development, civil rights, freedom of expression, social justice, and diversity.

REPORTING Incidents Involving Bias with the option of anonymity

WRIGHT STATE UNIVERSITY

An introduction to the **Bias Incident Response Team (BIRT)**

Where Can You Find and Submit a Bias Incident Report?

There are two ways you can find and submit this form:

1. Online at www.wright.edu/students/stu_affairs/birt.html
2. In person at one of the following locations:
 - Office of the Vice President for Student Affairs, 362 University Hall
 - Student Activities, 019 Student Union
 - Student Support Services, 022 Student Union
 - Counseling and Wellness Services, 053 Student Union
 - Affirmative Action Programs, 436 Millett Hall

What Happens Next?

After submitting an incident report, BIRT will review the report to determine appropriate action and referral. A member of BIRT will contact you within 24 hours if you provided contact information, which is highly recommended. The team will provide for a timely intervention to incidents and will be sensitive to the rights of all parties involved.

Through voluntary participation in BIRT interventions, it is the intention of Wright State University to help foster a sense of civility and campus community. Any bias response intervention will be educational at its core. Intervention may involve a variety of activities including discussion, mediation, training, counseling, and consensus building.

For More Information, Please Contact:

BIRT Chair	Simone G. Polk Assistant Vice President for Student Services 368 University Hall
Office Mail	Office of the Vice President for Student Affairs Wright State University 3640 Colonel Glenn Hwy. Dayton, OH 45435-0001
Phone	(937) 775-2808
Email	simone.polk@wright.edu
Website	www.wright.edu/students/stu_affairs/birt.html





REPORTING Incidents Involving Bias

with the option of anonymity

Members of the Wright State community are encouraged to report all types of bias-related incidents. The bias response will provide for a timely intervention and will be sensitive to the rights of all parties involved.

What Are Bias-Related Incidents?

Bias-related incidents are any behavior or action directed toward an individual or group based upon actual or perceived identity characteristics or background, including but not limited to: race, sex (including gender identity/expression), color, religion, ancestry, national origin, age, disability, military or veteran status, or sexual orientation. Such acts may result in creating a hostile environment and may have a negative psychological, emotional, or physical impact on an individual, group, and/or community. Bias-related incidents occur without regard to whether the act is legal, illegal, intentional, or unintentional.

When evaluating a bias-related incident, the Bias Incident Response Team (BIRT) will determine if there are sufficient objective facts present that would lead a reasonable person to conclude that the behavior or actions in question were motivated by bias toward the status of a targeted individual or group.

Bias incidents can occur virtually anywhere:

- Living communities
- Classrooms
- Co-curricular activities
- Employment situations
- Off-campus activities

Some examples of bias incidents:

- Graffiti or signs
- Threatening voicemail, mail, email, or message
- Telephone harassment
- Confrontation, physical or verbal
- Verbal harassment, slurs, or threats
- Written slurs or threats
- Threatening or harassing gestures
- Physical injury
- Damage to property

Bias Incident Response Team

The Bias Incident Response Team (BIRT) is composed of representatives from various departments at Wright State who evaluate and respond to bias-related incidents, share information, foster good working relationships, and participate in and provide ongoing training.

Bias Incident Report

If you experience, witness, or become aware of a bias-related incident, you can complete an incident report online anytime at:
www.wright.edu/students/stu_affairs/birt.html

The incident report is a form that will ask you to describe the bias incident in detail, including the date, time, location, and nature of the incident. You will also be asked to list any witnesses and whether or not this was reported to any university department or to the WSU Police Department.

Once BIRT has received a completed incident report, the team will review it to determine the appropriate action and referral. A member of the BIRT team will contact you within 24 hours to ascertain additional information and determine what assistance is needed.

If the reported incident involves physical harm to you or your property, you should file a police report with the Wright State University Police Department by calling 9-1-1 from any campus phone or by calling (937) 775-2111.

Anonymous Justice

Many people do not report incidents because they do not want to be identified or become involved in the situation. To encourage full participation of the campus community, the bias-related incident report gives you the option to remain anonymous. You can complete the form and submit it without anyone knowing it was you who reported the incident. Please note, however, that BIRT will be unable to follow up with you on the incident's progress without your contact information.