# File a Bias Incident Report

In A&S we are working to actively mitigate the opportunity of the start of our A&S family has a sense of belonging and the opportunity to thrive. We have created this bias reporting tool as a mechanism for members of our A&S family to report incidents of bias related to the College of Arts and Sciences.

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## What is a bias-related incident?

Generally, a bias-related incident is when a member of our A&S family has an experience unfair or poor treatment, discrimination, invalidation or disenfranchisement based on their actual or perceived:

- Race
- Ethnicity
- Nativity
- Citizenship or immigration status
- Language
- Socioeconomic status
- Religion
- Religious practice
- Ability (physical, psychological and cognitive)
- Age
- Gender
- Gender identity
- Gender expression
- Sexual orientation
- Parenting and pregnancy status
- Veteran status

Standing in the University Community (student, staff or faculty) These incidents can range from verbal insults to physical harm. If the reported incident includes physical or sexual harm both the University of Cincinnati Police Department and the Title IX offices will be made aware of the report.

### I've submitted my report. Now what?

- 1. If the reporting individual has provided their contact information, they will receive an email confirmation within 3 business days that the report was received.
- 2. The report is automatically sent to the Colleges Equity Council.
- 3. The Equity Council will review the report to determine if it needs to be routed to a higher level within the university (i.e. Title IX, Ohio Equal Opportunity Act, Student Code of Conduct). If the findings determine that it should be routed to other entities in the university, the Associate Dean for Inclusive Excellence and Community Partner will contact the necessary parties.
- 4. If the reported has provided their contact information as member of the Equity Council will follow up with the reporter with in 3 business days.
- 5. The Equity Council will consult with the impacted individuals if there is sufficient contact information to further discuss the incident and formulate a plan to respond to the incident.

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- 6. If the incident is anonymously submitted, the Equity Council will do due diligence to respond to the incident based on information in the report.
- 7. All reported incidents will hat main and the adapt of the adapt of

## **Bias Incident Reporting Form**

This form is can be submitted anonymously; the reporter's identity is only required if they wish to receive follow-up communication.

All reported incidents where follow-up is requested will be followed up on within 3 business days. This bias reporting tool is not meant to replace reporting to current offices such as Title IX and OEOA. If the reported incident includes physical or sexual harm both the University of Cincinnati Police Department and the Title IX offices will be made aware of the report.

## **Report a Bias Incident**

Please complete this form to report your bias related incident (https://www.artsci.uc.edu/equity-1/bias-reporting/form.html) within the College of Arts and Sciences.

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