



# What if something happens that does not align with your values of diversity, equity, or inclusion?

## What should I report?

CWU defines a bias related incident as any behavior, conduct, speech, images or expression that demonstrates conscious or unconscious bias that discriminates, stereotypes, excludes, harasses or harms anyone in our community based upon their actual or perceived identity.

Concerns may stem from fear, misunderstanding, hatred or stereotypes.

1

### IDENTIFY

if a bias related incident is occurring or has occurred in the past.

2

### REPORT

what happened by submitting a report. It's okay to report something that happened to someone else. If you want to tell someone in person, see the list below.

3

### SEEK SUPPORT

The person who submitted the report will be contacted by a member of the Bias Response Team to discuss follow-up options. If the report is submitted anonymously, the report will still be reviewed.

- Reporters can choose to be involved after submitting the report or opt out.
- You can report anytime, even if the situation occurred in the past.
- You can report anonymously.
- You can submit a report on behalf of someone else, or if you witness/overhear something on campus.
- There is no limit on how many reports you can submit.
- After the report is submitted, a Bias Response Team Member will contact you to set up a meeting to discuss support and course-of-action options.
- Reporters' identities are private and will not be shared outside of the Bias Response Team.



## Why should I report?

Submitting a report allows the University to offer support and connection to those involved in the situation.

Depending on the incident, an official process could take place to better understand or investigate certain behaviors. Sometimes your report helps us identify a pattern of behavior with an individual or respond to overall campus climate.

Routinely, the Bias Response Team will review all incidents reported with all identifying information redacted to make recommendations, inform policy, and/or address recurring patterns of behavior.



## Submit a report.

### Trust us to hear what happened.

### IN PERSON

Below are staff and offices who are trained to listen and respond to your concerns and submit a report on your behalf:

- Diversity and Equity Center
- Dean of Student Success Office
- Office of Student Rights and Responsibilities
- Housing and Residence Life
- Student Counseling Services
- Student Involvement

Call or email any of the offices listed above.

### SUBMIT VIA AN ONLINE FORM:

<https://cwu.guardianconduct.com/incident-reporting>



## Got a lot on your mind?

### CONTACT STUDENT COUNSELING SERVICES (SCS) FOR SUPPORT

- 509-963-1391
- <https://www.cwu.edu/medical-counseling/>



## Questions? Contact the Bias Response Team

[inclusivity@cwu.edu](mailto:inclusivity@cwu.edu)