



BIAS INCIDENT REPORTING

ANNUAL REPORT

JULY 1, 2020–JUNE 30, 2021

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BIAS INCIDENT REPORTING ANNUAL REPORT

Diversity, equity and inclusion are core values and priorities of the University of Washington Tacoma. As such, the Bias Incident Reporting Committee (BIRC) was established in early 2017 to respond to bias incidents, address bias at the individual, institutional and systemic levels, and support individuals and communities that are impacted by bias incidents. The bias reporting system is intended as a campus resource for reporting, documenting and educating around issues of bias. The purpose of sharing statistics of reported incidents is to increase awareness, promote transparency, identify any patterns, and provide information to the campus community. The BIRC also serves an important function in educating the campus community about bias by partnering with departments across campus to develop programs to address ongoing concerns (OR deliver trainings and workshops with various campus faculty, staff and organizations).

This annual report compiles statistics about incidents reported from July 1, 2020 to June 30, 2021.

1. Bias Incident Reporting (BIR) Mission Statement and Goals

The Bias Incident Reporting Committee (BIRC) is committed to creating and maintaining a safe, welcoming and inclusive campus environment for UW Tacoma students, staff and faculty by:

- Supporting individuals and campus communities targeted or affected by bias incidents.
- Collecting, monitoring and tracking bias incident-reporting data and refer incidents to the appropriate disciplinary body for investigation.
- Coordinating the provision of campus support services to individuals and communities affected by bias incidents using restorative justice principles.
- Educating the campus about ways to foster a safe, welcoming and inclusive learning and working environment that embraces the rich diversity within its community.

2. What is Bias?

Bias incidents are acts or behaviors motivated by the offender's bias against any combination of, but not limited to, identities such as age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military or veteran status, national origin, race, formerly incarcerated status, religion, sex, or sexual orientation.

While these acts do not necessarily rise to the level of a crime, a violation of state law, University policy, or the [Student Code of Conduct](#)*, a bias act may contribute to creating an unsafe, negative, or unwelcome environment for the victim; anyone who shares the same social identity as the victim; and/or, community members of the University.

* <https://www.tacoma.uw.edu/student-conduct>

3. Bias and Hate Incident Reporting Process

When a report is submitted it is initially reviewed to determine whether it fits within one of our other University processes, such as Title IX violations or Student Conduct Code violations. The report is also reviewed to determine if the incident being reported is bias related – the definition for our campus being: Bias incidents are acts or behaviors motivated by the offender’s bias against any combination of, but not limited to, identities such as age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military or veteran status, national origin, race, formerly incarcerated status, religion, sex, or sexual orientation..

UW TACOMA'S REPORTING PROCESS

Review:	Response:	Close Out:
REPORTED TO & REVIEWED BY BIAS INCIDENT REPORTING COMMITTEE (BIRC)	ACTION	CLOSURE
<ul style="list-style-type: none"> <input type="checkbox"/> Acknowledge report <input type="checkbox"/> Reach out to victim <input type="checkbox"/> Contact resources <input type="checkbox"/> Make referrals <input type="checkbox"/> Counseling referral <input type="checkbox"/> Track incidents <input type="checkbox"/> Consult/Delegate <ul style="list-style-type: none"> Title IX Office or UCIRO Student Conduct Campus Safety & Security Equity & Inclusion Office of the Ombud Housing & Residence Life Dean, Director, Department, Head <i>(for employees)</i> University Communications <i>(high level public interest)</i> 	<p>Individual Action</p> <ul style="list-style-type: none"> <input type="checkbox"/> Interview <input type="checkbox"/> Mediate or adjudicate, hold accountable <input type="checkbox"/> File report, criminally investigate <input type="checkbox"/> Referral to Student Conduct <input type="checkbox"/> Crime Alerts <input type="checkbox"/> Contact office, Human Resources, employee action/mediation <input type="checkbox"/> Prepare any campus or local communications <p>Community Action</p> <ul style="list-style-type: none"> <input type="checkbox"/> Written communication <input type="checkbox"/> Community meetings <input type="checkbox"/> Counseling Center <input type="checkbox"/> Open door discussions with support by offices, CEI, other identity-based leaders 	<ul style="list-style-type: none"> <input type="checkbox"/> BIRC <input type="checkbox"/> Title IX <input type="checkbox"/> UCIRO <input type="checkbox"/> Case Evaluations <input type="checkbox"/> Annual report

Reports designated as bias incidents are referred out to the units on campus directly affected by the incident. Those individual units or departments can choose how to address the Bias Incident Reporting Committee’s (BIRC) recommendations, or follow their own policies for addressing such actions. When the incident rises to the level of other University wide processes, the BIRC will elevate the incident to those authorities, e.g. Title IX Investigation Office, Office for Student Conduct, etc. The BIRC tracks all reports for campus wide trends and to create trainings that can affect campus culture. An annual report is shared with the UW Tacoma community to track the progress being made on campus.

4. Case Report Statistics (July 1, 2020 – June 30, 2021)

BIAS TYPE

REPORTER*

Student	2
Staff	2
Faculty	4
Victim	0
Bystander	0
Visitor	
Other	0

INCIDENT LOCATION TYPE*

Classrooms	0
Common Space	0
Office	0
Virtual Space	7
Off Campus	0
Court 17	0
Other	1

TARGETED IDENTITY*

Race	6
Ethnicity	6
Gender	2
Religion	0
Sexual Orientation	0
Class	0
Ability	1
National Origin	1
Political Affiliation	0
Age	3
Immigration Status	0
Formerly Incarcerated	0
Veteran/Military	0
Other	0

INCIDENT TYPE*

Threat	2
Harassment	4
Intimidation	4
Graffiti	0
Vandalism/ Destruction of Property	0
Email/Online	4
Written	3
Verbal	5
Phone	0
Physical Assault	0
Other	0

INCIDENT DATE*

July 2020	0
August 2020	0
September 2020	1
October 2020	1
November 2020	2
December 2020	1
January 2021	1
February 2021	0
March 2021	1**
April 2021	1
May 2021	0
June 2021	0

TOTAL BIAS REPORTS = 8

NOTIFICATION/RESPONSE*

Notification Only	2
Response Requested	6

* Please note that many of the incident include multiple people, incident types, or locations. Therefore, not all the data will add up perfectly. Total anonymous reports = 2.

** This incident occurred in 2020 but was reported in 2021

5. Reporting Trends

As can be expected, bias reports were down significantly due to COVID-19, in one of the most unconventional years in UWT's history. Only 29 reports were made from July 1, 2020 to June 30, 2021. Of the 29 reports, eight were determined to be bias incidents. This number is far fewer than last year's number of 44 reports. Faculty complaints continued an upward trend and had the highest rate of reporting at 50 percent. Reports made by students and staff were both at 25 percent. The majority of the incidents (seven out of eight) took place in a virtual space over Zoom or email.

For this year's report, two categories were added to the category of Targeted Identity: Formerly Incarcerated and Veteran/Military. Racial bias (32%) and ethnicity (32%) were the most prevalent when compared to other targeted identities followed by Age (16%). This is the third year in a row that bias incidents involving race and ethnicity have been higher than other types of bias. Regarding Incident Types, Harassment, Intimidation and Email/Online were tied at 18%. The most common Incident Type was Verbal (23%). A majority of the reports requested a response (75%) while two were notification only.

6. BIRC Goals

1. Consult and provide guidance to School and Divisional processes to address bias incidents.
2. Develop a diagram that illustrates the BIRC structure, membership, and campus unit delegates who serve as a resource to the BIRC.
3. Begin developing anti-bias curriculum and professional development opportunities.

7. BIRC Recommendations for UW Tacoma Administration:

1. Increase visibility of Bias Incident Reporting Tool on UW Tacoma's website. *
2. Increase School and Divisional leaders' access to tools and mechanisms that mitigate bias and foster greater accountability.
3. Strengthen support provided to faculty to proactively mitigate and respond to bias given its high prevalence in classroom settings at UW Tacoma.
4. Fully fund a full-time staff member assigned to Bias Incident Reporting Committee to provide a broader range of administrative, anti-bias training and education support to the campus community.
5. Shepherd the development of a set of principles that will serve as a guide for how members of UW Tacoma can best learn, work, and live in a community that is grounded in respect, inclusivity and social justice.

* Climate survey action item recommendation.

9. Bias Incident Reporting Committee (BIRC)



Hermenia Butler

CWTAP Field Instructor



Casey Byrne

Director of
Academic Personnel



Jimmy McCarty

Director for the Center for
Equity & Inclusion



James McShay

Vice Chancellor for
Equity & Inclusion



Surtida Shelton

Associate Director of
Student Conduct and
Academic Integrity



Susan Wagshul-Golden

Director of Campus Safety

University of Washington Tacoma
Bias Incident Review Committee (BIRC)
Campus Box 358409
1900 Commerce Street, Tacoma, WA 98402-3100
253-692-4776 uwtcei@uw.edu
www.tacoma.uw.edu/reportbias

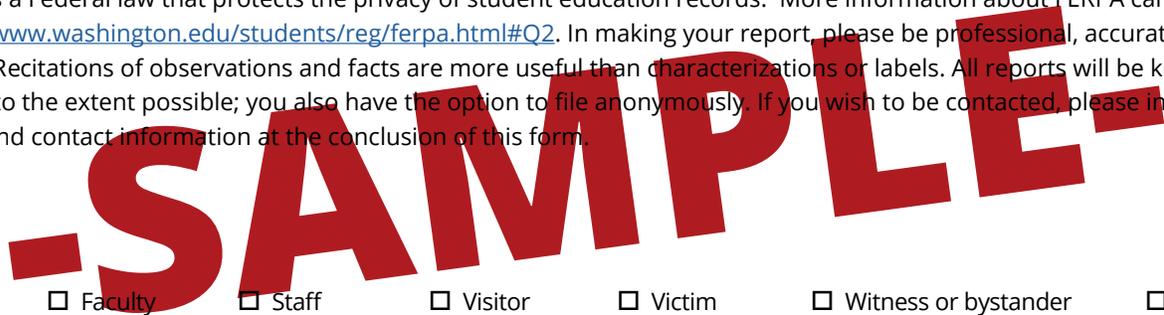


Bias report form

Please use the incident report form below to report issues to our office. This form should not be used in situations where immediate attention is required. Do not use this form to report an immediate threat. If you require emergency assistance, call 911. For concerns or inquiries regarding Title IX related sexual misconduct or gender discrimination, please contact the office of the UW Title IX coordinator.

Every effort will be made to evaluate your report promptly, however, the timing and manner in which the University addresses the report will vary depending on the information provided and whether you wish to remain anonymous. The University cannot guarantee it will respond to all reports.

The University of Washington takes the reports made through this site seriously. Please remember that all information contained within this report may become part of the University's administrative record keeping and may be available to the students to which they pertain under The Family Educational Rights and Privacy Act (FERPA) and pursuant to WAC 478-140-018. FERPA is a Federal law that protects the privacy of student education records. More information about FERPA can be found at www.washington.edu/students/reg/ferpa.html#Q2. In making your report, please be professional, accurate and factual. Recitations of observations and facts are more useful than characterizations or labels. All reports will be kept confidential to the extent possible; you also have the option to file anonymously. If you wish to be contacted, please include your name and contact information at the conclusion of this form.



Affiliation

- Student
- Faculty
- Staff
- Visitor
- Victim
- Witness or bystander
- Other...

Check all that apply.

Which identities were being targeted

- Ability
- Age
- Ethnicity (including language, accent, clothing)
- Formerly Incarcerated
- Gender
- Immigration status
- National Origin
- Political Affiliation
- Race
- Religion/Spirituality
- Sexual Orientation
- Social/Economic Class
- Veteran/Military
- Other...

Check all that apply

Date of incident*

Location of Incident

- Classroom
- Office
- Common Space (Library, UW YMCA, Atrium, etc.)
- Court 17
- Virtual Space (Facebook, Cell Phone, etc.)
- Off Campus
- Other...

Incident Type

- Vandalism/Destruction of Property
- Threat
- Email/Online
- Graffiti
- Harassment
- Intimidation
- Verbal
- Written
- Phone
- Physical Assault
- Other...

Check all that apply.

Description of Incident*

Please provide as much information as you can about the incident, such as names, identifying information, details of injuries, description of harassing behavior, names of witnesses, etc.)

Follow up via email

If you would like to be contacted via email for follow-up, please provide your email address.
If you do not leave your email address, you will be not be contacted.



Follow Up

If you would like to be contacted not via email, please provide your name and contact information (phone, text, etc) and the best time to contact you.

Supporting Documentation

Photos, video, email, and other supporting documents may be attached below.

Unlimited number of files can be uploaded to this field.

2 MB limit.

Allowed types: gif, jpg, jpeg, png, txt, rtf, odf, pdf, doc, docx, ppt, pptx, xls, xlsx, mov, mp3, mp4, ogg, wav, zip.

no files selected