

Champlain College
Bias Incident Protocol

Every community member should be aware of our collective commitment to maintaining a safe and welcoming environment. This goal may be achieved through the adherence to and enforcement of the College's nondiscrimination and harassment policies as well as periodic public reports on the outcomes of reported acts of perceived hate or bias. This Bias Response Protocol provides an organized response to perceived bias incidents or hate crimes when they occur on the Champlain College campus, or when an incident occurs off campus that adversely affects the College community and/or the pursuit of its objectives.

Bias incident: Any conduct, speech or expression that demeans, degrades or harasses an individual or group based upon their membership in a protected category as recognized by law and/or Champlain College policy. *Examples: anonymous acts of bias-related vandalism to public posters, targeted vandalism on a student's door directed at his/her protected status, directing slurs at a group or individual (whether in person or electronically), unlawful harassment that interferes with a person's educational experience or employment.*

Hate Crime: As defined by Vermont law, a crime in which the perpetrator's conduct was maliciously motivated by the actual or perceived race, color, religion, national origin, sex, ancestry, service in the armed forces, sexual orientation, gender identity or disability of another individual or group of individuals.

How to Report a Bias Incident or Hate Crime

If anyone is injured or in danger, call 911

Notify the Office of Campus Public Safety at 802-865-6465
(3333 from any campus telephone)

If no one is injured or in danger, contact

Office of Campus Public Safety at 802-865-6465
(For emergencies, dial 3333 from any campus telephone)

If the person reporting has questions about the process, needs support or to report an incident, contact
Office of Diversity and Inclusion at 802-860-2780

If the person making a report is a student, contact

Student Life complaints - Vice President for Student Services at 802-865-6429 or
Academic complaints - Provost at 802-860-2729 or
Residential Life - Director of Residential Life at 802-865-6428 or
(Area Coordinator on duty: 802-343-0719)

To report a bias incident electronically, go to <http://www.champlain.edu/diversity>

NOTE:

1. Preserve all physical evidence for the Campus Public Safety.
2. If the incident occurred in a Residence Hall, contact the Resident Assistant or the Area Coordinator on duty at (802-343-0719), who will then contact the Office of Campus Public Safety.

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Mandatory Reporting of Allegations of Discrimination, Bias Incidents and Hate Crimes

College officials who become aware of conduct that they believe is a bias incident or a hate crime, or conduct that may violate the College's nondiscrimination and/or harassment prevention policies (Human Resources Policy No. 103 and the Discrimination & Harassment Policy and Complaint Procedure in the Student Handbook), must report that conduct. Personal counselors in the Student Resource Center, including counseling staff and case managers in the Single Parents' Program, are the only individuals available to provide support and assistance on a confidential basis and will not release any information without the individual's permission except in circumstances where they believe that the safety and welfare of the individuals or others may be at risk or as otherwise required by law.

Examples of "College officials" include deans, directors, supervisors and Student Services personnel with oversight responsibilities for students or employees. The protocol for reporting Bias Incidents or Hate Crimes involving students is set forth above. An incident which may violate the nondiscrimination and/or harassment prevention policies with regards to students is set forth in the Student Handbook.