**LEGEND:**
- ECCCHS: Executive Committee on Campus Climate, Health and Safety
- IART: Incident Assessment/Response Team
- IELT: Incident Executive Leadership Team
- IMT: Incident Management Team
- JA: Judicial Administrator
- RP Staff: Residential Programs Staff
- VP SAS: Vice President Student and Academic Services
- VP HRSS: Human Resources and Safety Services Operations
- WDI: Workforce Diversity and Inclusion
- WPLR: Workforce Policy and Labor Relations
- Reporting Bias System - Future Process

**Reporting Bias System - Future Process**

1. **Process Begins**
   - Training occurs
   - Marketing: biasconcerns.cornell.edu

2. **Email Autosent**
   - With full incident summary

3. **Access Incident – see who is involved**
   - If Staff involved
     - Goes to WPLR
   - If Unknown
     - Stays with WDI
   - If Student involved
     - Goes to JA
   - If No Action Requested
     - Stays with WDI
   - If Yes: Does incident need to be escalated
     - Mobilize who should be in the room

4. **Evaluate for Community or Public Impact**
   - If No:
     - Notify ECCCHS Chairs of Decision
     - Liaisons meet and provide resources
   - If Yes: Contact IMT/IELT

5. **IART Core Group Notified**

6. **Recommendation of actions created - address at level of community impact. May include communication, print, open office, forums**

7. **Inform ECCCHS Chairs of Recommendations**

8. **Response executed**

9. **Evaluate: further response required**

10. **Bias Incidents reported monthly on Diversity Website**

11. **All public communications coordinated with Communications Office**

12. **IART Committee, VP SAS and VP HRSS informed of response actions**

**October 7, 2013**