

Policy to Address Bias on Campus

Otterbein University is committed to be an inclusive community that welcomes and accepts all. We are a place that recognizes and celebrates differences. When an individual or group is disrespected or subject to discrimination or bias because of particular characteristics of social identity, like race or gender, it has a negative effect on the entire campus community. Every student, staff, and faculty member has a rightful place at Otterbein and violence and bias-related incidents will be addressed by the university.

Bias-related incidents are defined as behavior which constitutes an expression of hostility against a person or property of another because of the targeted person's age, creed, disability, ethnic or national origin, gender, gender identity, gender expression, marital status, political or social affiliation, race, religion, or sexual orientation. Even when offenders are not aware of their bias or do not intend to offend, bias is revealed, which demands response and will not be tolerated.

If you experience a bias-related incident, consider the following:

Otterbein University encourages students to seek support and report any incidents of bias. However, each student will need to consider if and when they want to report.

In case of emergency, call 911.

In a non-emergency situations, individuals should consider their next best step. These include:

Unsure about whether to report?

- Talk things over with someone you trust.
- If you want support, but are not sure you want to report you can speak confidentially with a counselor or the University Chaplain Judy Guion-Utler jguionutslr@otterbein.edu
- If you aren't interested in reporting an incident, it is still helpful to save any associated materials (such as text messages, voice mails, etc.) or document it with a picture. This will be helpful information to have if you decide to report it in the future.

To report, you can contact any of the following:

1. Otterbein Police 614-823-1222.
2. Director of the Office of Diversity at 614-823-1250
3. Associate Dean of Student Affairs at 614-823-1250
4. Campus Conduct Hotline at 866-943-5787 (This is third party reporting service that will allow you to remain anonymous and report the information to the university for follow-up. However, the response may take at least several days because of the third party involvement.)
5. Otterbein Police Silent Witness online form:
<http://www.otterbein.edu/public/CampusLife/HealthAndSafety/poloce/silent-witness-from.aspx>

This is what will happen:

1. Safety issues will be addressed by Otterbein Police (OPD), with Residence Life assistance if applicable.

2. A Student Affairs employee, most likely staff from the Office of Diversity or Student Conduct and Wellness, will reach out to you to offer support.
3. OPD will investigate and prepare a report.
4. If the behavior is criminal, OPD will file criminal charges if requested to do so.
5. Whether or not the behavior is criminal, the OPD report will be submitted to Student Conduct.
6. The Vice President and Dean of Students will be informed of the situation and review Student Affairs response. He will consult with staff from the Office of Diversity and Title IX to consider environmental action.
7. The student conduct process will take place.
8. Two – four weeks after resolution there will be an evaluation of incident response by a team selected by the Vice President and Dean of Students. This team may include staff from the Office of Diversity, Student Conduct and Wellness, Residence Life and other staff and faculty as appropriate.

Nondiscrimination at Otterbein

Otterbein University is committed to providing a welcoming environment free from unlawful discrimination. To this end, the University prohibits any form of discrimination against any person on the basis of race, color, sex, gender, pregnancy, religion, creed, marital status, partnership status, age, sexual orientation, gender identity, gender expression, national origin, disability, military status or any other legally protected status in its programs and activities.

All Otterbein faculty and staff share in the responsibility to create a safe learning environment for all students and for the campus as a whole. Please know that as members of the campus community, all faculty and staff, other than those designated as confidential reporters, are designated as responsible employees and therefore have the duty to report any instances of sexual harassment, sexual violence and/or other forms of prohibited discrimination. Students who want to report cases involving sexual misconduct should contact either Julie Saker, Deputy Title IX Coordinator at 614-823-1554, jsaker@otterbein.edu or Scott Fitzgerald, Title IX Coordinator, 614-823-1130, sfitzgerald@otterbein.edu.

Students who believe they have been discriminated against should contact Scott Fitzgerald, Director of Human Resources, 614-823-1130, sfitzgerald@otterbein.edu. Information about these policies can be found at <http://www.otterbein.edu/public/TitleIX.aspx> and <http://www.otterbein.edu/docs/default-source/default-document-library/104-0-discrimination-and-harassment.pdf?sfvrsn=0>.

If a student would prefer to share information about sexual harassment, sexual violence or discrimination to a confidential employee who does not have this reporting responsibility, please contact any of the following:

- University Counselors: Kathy Ryan and Caleb Tipple, 614-823-1250, counseling@otterbein.edu
- University Chaplain: Judy Guion-Utsler, 614-823-1409, jguionutsler@otterbein.edu
- Women's Gender and Resource Center Coordinator: Suzanne Ashworth, 614-657-9042, sashworth@otterbein.edu