

OLYMPIC COLLEGE POLICY

TITLE: Acts of Hate/Bias Policy

POLICY NUMBER: OCP 200-22

REFERENCE: RCW 28B.50.140(13), RCW 9A/36, WAC 132c-120-065(3)

I. Introduction

Olympic College is committed to providing a safe working and learning environment in which every person is valued and respected, inclusion is assured and free expression and debate are encouraged.

Hate crimes are completely unacceptable, unlawful and will not be tolerated at the College (see citations above).

The College accepts the task of educating the College community to understand and appreciate the values, culture, ideas and opinions generated by an increasingly global community. The Acts of Hate/Bias Policy establishes mechanisms for addressing situations involving a real or perceived act of hate/bias. In such an instance we wish to proceed in a thoughtful and timely manner, providing support to all of those affected.

II. Purpose

The goal of the policy is to promote a climate of respect. This policy is not intended to be used as a means of censorship or to limit in any way, dialogue and the free expression of opinions and ideas.

III. Definitions

A. Acts of Hate/Bias

For the purpose of this policy, an act of hate/bias is conduct that adversely and unfairly harms an individual or group on the basis of one or more of these actual or perceived characteristics:

1. Gender
2. Gender identity
3. Gender expression
4. Race or ethnicity
5. Disability

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6. Religion
7. Sexual Orientation
8. Nationality
9. Age
10. Language

B. Hate Crimes

Some acts of hate/bias may rise to the level of a hate crime. A hate crime is any conduct that would be a crime under Washington or federal laws and which is committed whole or in part because of one or more of the above characteristics (or perceived characteristics) of the victim or victims. Hate crimes can include but are not limited to the following: physical assault, vandalism, threats of harm, criminal harassment, including threatening or repeated telephone calls or electronic communications.

IV. Guiding Principles for Responding to Reported Acts of Hate/Bias

It is a violation of both Washington law and Olympic College's Acts of Hate/Bias Policy to commit a hate crime.

Acts of hate/bias that do not rise to the level of a hate crime may involve constitutionally protected speech. Engaging in constitutionally protected expressive activities will not subject a student or employee to disciplinary action.

The College may respond to acts of hate/bias through education. Acts of hate/bias (or perceived acts of hate/bias) will be addressed by the College on a case-by-case basis.

A. Attention to the Victim and Community impacted by an act of hate/bias

When an act of hate/bias (real or perceived) has occurred, immediate attention will be focused on the well-being of the victim and any community members impacted by the incident.

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B. Attention to the perpetrator or alleged perpetrator

When an act of hate/bias has occurred and a student or employee has been identified as the alleged perpetrator, he/she will be treated with due process according to college policies, collective bargaining agreements and state or federal law.

A hate/bias incident that violates state or federal law will be reported to a law enforcement agency and Olympic College will cooperate with that investigation. Referral to a law enforcement agency will not preclude Olympic College from following its own policies and procedures to address the issue.

<i>Recommended by</i>	<i>Barbara Martin, VP for Administrative Services</i>
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OLYMPIC COLLEGE PROCEDURE

TITLE: Acts of Hate/bias Procedures

PROCEDURE NUMBER: OCP 200-22-01

I. Purpose

The goal of the Acts of Hate/Bias Procedures is to set forth the procedures to be followed when acts of hate/bias (or perceived acts of hate/bias) occur. These procedures are not intended to be used as a means of censorship or to limit in any way, dialogue and the free expression of opinions and ideas.

This procedure outlines the guidelines for reporting and responding to acts of hate/bias for students, employees and others in the Olympic College community. With this protocol in place, staff will be better prepared to provide leadership in effectively addressing acts of hate/bias. Specifically, these procedures establish:

- A reporting process for any student, employee, or guest of Olympic College who believes that she or he has experienced or observed an act of hate/bias.
- Mechanisms for delivering a rapid response to reported acts of hate/bias.
- A clearly defined consultation process to insure broad collaboration for assessing incidents and allegations.

II. Reporting Procedure

Anyone who witnesses or views the evidence of an act of hate/bias or suspected act of hate/bias shall report the incident. A person need not be the direct victim of an act of hate/bias to report the incident.

A. Reporting During an Ongoing Incident

When there is an immediate threat to personal safety or property, or when someone has been physically injured, the victim, witness, or third party should call the police immediately. Call 9-911 from a campus phone, or 911 from an off campus phone. Tell the dispatcher what is happening and remain on the line with the dispatcher.

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B. Reporting After an Incident has Occurred

When there has been a hate crime committed (or reason to believe that one has been committed), Safety and Security or a member of the Bias Incident Response and Support Team should be called by the victim, witness or third party. Safety and Security can be reached by dialing 7800 from a campus phone or 475-7800 from an off campus phone.

On an Olympic College campus, when the act of hate/bias involves property damage such as graffiti on a building, Safety and Security should be notified and they will preserve or document the evidence.

C. Preservation of Physical Evidence

Do not tamper with, touch remove, or destroy physical evidence.

When the police have been called or when it is believed that a crime has been committed and the police will be called to conduct an investigation, the police will collect and process the evidence. After the police have documented the evidence, the police or the BIRST will notify the Facilities Department to have the material removed.

When the Police are not going to be called, the offending materials should be removed or covered **ONLY** after consultation with Safety and Security and the appropriate unit administrator.

III. Bias Incident Response and Support Team (BIRST)

The BIRST has been established to coordinate response to acts of hate/bias. It has ultimate responsibility to insure that the Acts of Hate/Bias Policy and Procedures are being followed. It is composed of the following individuals:

- Vice President of Student Services
- Vice President for Administrative Services
- Executive Director of Human Resource Services
- Vice President of Instruction
- Safety and Security Supervisor
- Counselor

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The BIRST will assess the situation and involve appropriate college personnel. It will also follow up with any outside agencies when an investigation is launched.

IV. College Response After an Act of Hate/Bias has been Reported

All reported acts of hate/bias are to be responded to in an efficient and professional manner, taking into account the impact on the victim and the Olympic College community. Incident response will incorporate to the extent appropriate, input from the victim on her/his needs and thoughts on how to best address the matter.

The BIRST will be notified immediately of all acts of hate/bias reported to Safety and Security.

A. Addressing the Needs of the Victim(s)

The College recognizes its primary responsibility to further protect and serve the needs of the victim. The Vice President of Student Services and/or the Executive Director of Human Resources will take the primary responsibility for addressing the needs of the victim. They do this by engaging in the following activities:

1. Work with the victim to identify and secure the appropriate advocate and provide a supportive environment.
2. Make available the appropriate College and larger community services to the extent possible.
3. Assess and record the physical and mental needs of the victim.

B. Addressing the Needs of the Olympic College Community

The BIRST will work closely with the relevant College employees to assess the needs of the Community affected most directly by the act of hate/bias. When appropriate, it will work closely with other areas of the College to respond to community concerns. The BIRST will consider what educational response is appropriate (e.g., engaging students and employees in peer dialogue and reflection on issues regarding inclusiveness and civility), and will coordinate appropriate communication with the College community regarding any reported acts of hate/bias.

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V. Investigation of an Act of Hate/Bias

A. By a Law Enforcement Agency

When an incident has been referred to a law enforcement agency (e.g., police, district attorney), it will be assumed that an investigation by that agency will be conducted. Olympic College will fully cooperate with the independent investigation.

B. By Olympic College

Independent of a law enforcement investigation (if any), The BIRST, in consultation with appropriate staff will determine when an investigation is warranted. If so, a College employee or another appropriate party will be appointed to conduct the investigation and will report back in a timely fashion to the BIRST.

VI. Communication with Media

Claims of acts of hate/bias may attract the attention of outside media. All media inquiries should be reported to the Director of Communications. Comments should not be made to the media by unauthorized individuals, as the BIRST in concert with the Director of Communications is responsible for all official College statements or press releases regarding hate/bias incidents.

VII. Data Collection

A record of reported acts of hate/bias will be maintained and analyzed by the BIRST. Data will be carefully evaluated to provide the BIRST a deeper understanding of the College climate regarding diversity, hate/bias and free expression, so that appropriate educational tools for students, faculty and staff can be created.

Initiated April 26, 2011