

## Permanence of Records

Minimal records are kept on file, and these files are for team use only. We destroy the records periodically, and therefore subjects' names are not kept in a permanent file.

## Number, Nature, and Location of Incidents from Past Years

To date, the Racial Incidents Team has worked with approximately 80 to 100 incidents a year. The nature of these incidents ranges from defaced posters to acts of physical violence. The most common locations for these incidents are in residence halls, on campus grounds, and in academic departments.

The Gay, Lesbian, and Bisexual Anti-Harassment Team has worked with approximately 60 to 100 cases each year. Most of these incidents have happened to gay men and have involved defacing of property, written threats, and both verbal and physical harassment. The majority of these cases have taken place in residence halls and public places on and off campus.

The Gender Incidents Team was formed in response to students, staff, and faculty concerned that there was not a system in place for reporting incidents relating to gender in a manner similar to other teams. It is anticipated that the numbers and locations of incidents will be similar to the other teams.

These statistics are not meant to imply that acts against people other than those mentioned above do not take place or are not significant. These statistics merely reflect that we are currently most aware of certain incidents taking place in certain locations at Indiana University. For this very reason it is important to report to the teams all acts expressing racism, religious intolerance, sexism, or homophobia, and also to report other types of harassment to the respective offices that deal with them.

The number and nature of cases reported to the teams vary considerably from year to year. A summary report that contains up-to-date information about the number, nature, and location of cases for all years that the teams have been in operation can be obtained at 705 E. Seventh Street.

## Process Followed by the Racial Incidents Team, the Gay, Lesbian, and Bisexual Anti-Harassment Team, and the Gender Incidents Team

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An incident is brought to the attention of the team. Options for action are discussed, and a team member contacts the individual who filed the report.



Team members and the person who is reporting the incident discuss what kind of response is most desired. This person, not the team, will make the decision.

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A team member follows the case to advise/assist the person who reported the incident.

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A decision is reached about what kind of result is desired.

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Offices external to the team are contacted:

- ♦ Department where the alleged offense occurred
  - ♦ Campus judicial system (if the alleged offender is a student)
  - ♦ Affirmative Action Office (if the alleged offender is a faculty or staff member or a student)
  - ♦ Academic complaint procedure (if the alleged offender is a faculty member or administrator)
  - ♦ Legal procedure (Campus or community police, attorneys, or the Human Rights Commission may be contacted.)
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The team takes appropriate action:

An action plan is developed between the team and the person who reported the incident. The plan addresses the following possible responses:

- ♦ Mediation
- ♦ Educational intervention
- ♦ Other actions

If no action is deemed necessary, a report is filed for informational purposes only.

An intervention is made.

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Results are discussed by the team and evaluated. The file is closed, with follow-up options continued with the person who reported the incident.



A report is filed with end-of-the-year statistics.

*Note:* All steps are discussed at team meetings while a case is active. Follow-up discussions also occur at team meetings.

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RACIAL INCIDENTS TEAM  
GAY, LESBIAN, AND BISEXUAL  
ANTI-HARASSMENT TEAM  
GENDER INCIDENTS TEAM

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INDIANA UNIVERSITY

## About the Teams

Indiana University has made a commitment to work toward a campus that is free from discrimination and that celebrates the diversity of its various community members. No university, however, is immune to the problems of racism, religious intolerance, sexism, or homophobia. The Racial Incidents Team; the Gay, Lesbian, and Bisexual Anti-Harassment Team; and the Gender Incidents Team are three resources that Indiana University uses to address the problem of discrimination based on race, nationality, religion, gender, or sexual orientation. This brochure is intended to answer your questions about how these teams operate.

The teams developed following a directive from the university president to create an administrative procedure for responding to incidents of racism. In 1988, the dean of students established the Racial Incidents Team to receive student reports of incidents involving discrimination based on race, nationality, or religion and to provide assistance for students attempting to reach a satisfactory resolution to these incidents.

Because the team approach worked well in dealing with issues of racism, the Gay, Lesbian, and Bisexual Anti-Harassment Team was established in January of 1990 and the Gender Incidents Team was established in fall semester of 2000 based on this same model. All three teams were developed in response to students' expressed needs.

The teams have two purposes:

- 1 To assist and support students who report an incident of discrimination based on race, nationality, religion, gender, or sexual orientation in finding a resolution; and
- 2 To document information about these incidents in order to address discrimination more effectively.

Teams function under the auspices of the dean of students and the dean for women's affairs and consist of staff and faculty who have expertise in diversity issues and conflict resolution. The teams meet regularly to discuss new and ongoing cases. The teams are designed for use by students, but they also assist other members of the university community who are dealing with incidents of discrimination.

## How the Teams Become Involved in a Case

The teams may become involved in a case in several ways. Team members act as mediators between those involved in an incident and, if necessary, advocate for changes that will reduce discrimination on campus. Referral to other resources on campus, such as the Affirmative Action Office, the Office for Women's Affairs, or the campus judicial system, is another function of the teams. All three teams provide intervention during times of crisis and speak to campus groups about discrimination.

## How the Teams Are Related to the Campus Judicial System

The teams and the campus judicial system operate completely independently of each other. In cases where the alleged offender is a student, the teams may present the campus judicial system as an option for handling the situation. Unlike the campus judicial system, however, the teams do not have the authority to impose sanctions.

## The Kinds of Incidents That You Should Report to the Teams

The teams deal with any incident of discrimination or harassment that involves race, religion, nationality, gender, or sexual orientation.

### FOR EXAMPLE :

*You are subjected to verbal abuse because you are gay, lesbian, or bisexual.*

*While walking home from the library, your roommate is physically attacked by a group of people of a different race.*

*A poster advertising a religious speaker is defaced with anti-Semitic phrases.*

*Every time you go to class, your lab partner insists on telling jokes that are demeaning to women.*

## Why You Should Report an Incident

We need information about discrimination on campus in order to do something about it. For data collection purposes, you are encouraged to report to the teams any incidents that have been handled elsewhere.

## How to Report an Incident to One of the Teams

Your report will be handled in the same manner regardless of which of these reporting methods you choose:

- 1 You can fill out an Incident Report Form to report an incident. These forms are available in the Office of Student Ethics and Anti-Harassment Programs (705 E. Seventh Street, across from Dunn Meadow), in the Office of Residential Programs and Services (801 N. Jordan Avenue), in residence halls, in the Office of the Dean of Students (Franklin Hall 108), in the

Office for Women's Affairs (Memorial Hall 123E), and in various other places on campus.

- 2 For gender incidents, you can call 855-3849 or report by e-mail to [sexism@indiana.edu](mailto:sexism@indiana.edu) for the Gender Incidents Team.
- 3 For incidents related to race, religion, nationality, or sexual orientation, call 855-4463 or send a report by e-mail to [reportit@indiana.edu](mailto:reportit@indiana.edu).

You may report an incident and request that action be taken on it, or you may report an incident for the teams' information only. The teams reveal the identity of witnesses or alleged victims only with permission. On occasion some incidents must be referred to other offices (such as Affirmative Action) due to legal and liability issues. You may choose to remain anonymous. Reporting an incident in no way indicates weakness or inability to cope on your own.

## What Happens after You Report an Incident

The appropriate team reviews the case and proposes a course of action for dealing with the situation. A member of the team then contacts you and presents this information. You decide how you wish to proceed, and the team takes action. This initial process usually takes about a week, sometimes longer, depending on the case. A team member will continue to work with you until you feel that a reasonable solution to the situation is achieved. The incident will be recorded for reports that describe incidents of discrimination at Indiana University. These reports do not contain specific names or locations.

## If You Are the Alleged Offender in a Report to the Teams

The team members listen to your views and take them seriously. You are encouraged to ask questions or speak with a member of the team at any time during the process. The teams do not have the authority to sanction and do not operate in order to find people guilty or to label them. The goal of the teams is to create better understanding between people. If the report of discrimination is accurate, you may be asked to think about your behavior in ways that you have not been asked to in the past.

The teams do not hesitate to notify the campus judicial system or the police if such notification is warranted. Also, if a reported incident is related to the workplace, the teams inform the appropriate supervisor(s).

## Who Knows If You Are the Subject of an Investigation

Usually the only people who know an investigation is going on are the person reporting the incident, the team members, and the subject of the investigation. The teams operate with high standards of confidentiality.