Ball State University Division of Student Affairs and Enrollment Services Bias Incident Response

Bias Incident Report submitted to the Multicultural Center staff

Initial review and screening of incident report by staff; assess incident and outreach to student; if anonymous assess and determine next steps

Assigned staff meets with student; assist student in determining next steps and create action plan if appropriate

Student may take action via existing university process if appropriate No action taken, Informational purposes only

Student may take action taken via Informal process (resources based) if appropriate

Assigned staff monitors action plan and tracks progress; continues to support student, keeps all parties apprised of progress, submits records, and assists with closure of incident with student