

Bias Incident Response Process

FOR EMPLOYEES AND/OR GROUPS/COMMUNITY

Questions?

- **Submit an Online Incident Report:**
<https://cornell.guardianconduct.com/incident-reporting>
- **Email** equity@cornell.edu
- **Call** The Office of Institutional Equity and Title IX:
607.255.2242
- **Website** <https://titleix.cornell.edu/>
- **Review** [Policy 6.4 "Prohibited Bias, Discrimination, Harassment, and Sexual and Related Misconduct"](#)

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Submit an Incident Report

**Online Incident
Reporting Form:**
[cornell.guardianconduct.com/
incident-reporting](https://cornell.guardianconduct.com/incident-reporting)

OR

**Office of Institutional Equity
and Title IX (OIETIX):**
equity@cornell.edu
607.255.2242



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Informational Meeting with OIETIX

In response to incident reports, OIETIX will provide the reporter and/or impacted individuals with information and resources for support within two to four business days of receiving the report.

In addition, OIETIX will offer an informational meeting. During this meeting, you will discuss the incident(s) reported, the impact, desired outcomes, and the OIETIX process for resolution.

3

Involve Appropriate Parties

In addition to meeting with the reporter and/or impacted individual(s), OIETIX may partner with other offices to address the reported concerns, such as HR representatives, managers, supervisors, or department chair.

4

Response & Resolution

Actions will generally be educational in nature and can include an accountability and coaching conversation with the involved faculty or staff person and/or the person's supervisor, manager, department chair, or HR representative; conflict coaching; or mediation.

5

Data Reporting

OIETIX is responsible for collecting, tracking, and reporting all bias activity occurring at Cornell University. Bias reports involving only students are forwarded to the Bias Assessment and Review Team (BART). If a bias incident report alleges conduct that is criminal in nature, we are required to report it to Cornell police.