



2019-2020 ANNUAL BIAS REPORT

INSTITUTIONAL EQUITY & DIVERSITY
OFFICE OF THE PROVOST | PRINCETON UNIVERSITY
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ANNUAL BIAS REPORT

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EXECUTIVE SUMMARY

Introduction

The Annual Report on Bias at Princeton University presents trends and observations related to reported bias incidents and complaints of discrimination and harassment from July 1, 2019 through June 30, 2020. The report summarizes the following:

- Related University policies and key definitions (e.g., bias, discrimination, harassment, microaggressions, and protected identity characteristics)
- Bias prevention initiatives to foster community engagement (e.g., departmental climate and inclusion committees and Employee Resource Groups) and community education workshops around topics such as bias awareness and reduction, inclusive community, and bystander intervention
- University reporting options (direct, online, and anonymously) and the bias review process, illustrated through images including the updated bias reporting infographic
- The intersection of bias and the University's principles of free expression
- Non-disciplinary approaches to address bias incidents that do not constitute violations of University policy
- Commitments to strengthen the University's bias prevention, reporting, and response program going forward

The University responds to all bias-related reports. In those circumstances where a reported incident could constitute a violation of policy, a formal investigation is initiated, with the possibility of disciplinary consequences. However, the majority of bias-related reports do not involve conduct that would be considered a violation of policy. Princeton responds to these concerns as well, using individualized support measures and meetings; facilitated dialogues, conflict resolution, or other restorative strategies; community programming and training opportunities; public statements and/or other appropriate activities. All reports of bias, discrimination and harassment are assessed through the policy lenses of equity, inclusivity and freedom of expression.

The Bias Prevention and Review Advisory Group, which is composed of representatives across administrative offices campus-wide, helps to coordinate the University's bias response protocol, monitor reporting trends, and make recommendations for community education and other bias reduction and response efforts.

Annually, the University provides a variety of educational sessions to the campus community related to preventing and responding to bias, harassment, and discrimination. Learning sessions include bias awareness and reduction, inclusive community, and bystander intervention, and are delivered in-person, online, and on virtual platforms.

Data Observations

Data trends and observations for reported incidents of bias, discrimination, and harassment during 2019-2020 are presented in two categories: disciplinary investigations and non-disciplinary bias reports.

Notes: Title IX/sexual misconduct complaints and reports are not included in this report. Multiple reports by the same individual on the same set of facts are counted once.

Disciplinary Investigations

- There were 24 formal disciplinary investigations of alleged harassment/discrimination.
- Top claims overall were based on disability, followed by race/ethnicity and gender. The majority of formal complaints were against supervisors and alleged harassing/unfair treatment and discriminatory selection decisions.
- Investigations resulted in three policy violations and appropriate penalties.

Non-disciplinary bias reports

- There were 93 reports of bias that did not constitute a policy violation and therefore were not referred for investigation. Top claims overall were based on race/ethnicity.
- Nearly one-third of all bias reports involved electronic/online harassment, offensive visual images, and/or graffiti.
- Anonymous individuals and non-affiliated third parties perpetrated the highest number of reported bias incidents.

Inquiries or requests for more information regarding this report may be directed to Director for Institutional Equity Cheri Burgess at clawson@princeton.edu.

TERMINOLOGY & POLICIES

Key Terms

Princeton's bias prevention, reporting and response program is grounded in its nondiscrimination and free expression policies, which are guided by federal and state law. The following key terms are defined in the University's policies:

Bias is a broad category of behaviors including discrimination, harassment, and other actions which demean or intimidate individuals or groups because of personal characteristics or beliefs or their expression. Some forms of bias, including discrimination and harassment on the basis of protected characteristics, are prohibited by University policy as well as federal and state laws.

Protected Characteristics include personal traits such as race, creed, color, sex, gender identity or expression, age, national origin, ancestry, religion, physical or mental disability, veteran status, marital or domestic partnership status, affectional or sexual orientation, and/or other characteristics protected by law.

Discrimination is defined by Princeton's policy as adverse treatment of an individual based on a protected characteristic, rather than individual merit.

Harassment is defined as unwelcome verbal or physical behavior which is directed at a person based on a protected characteristic, when these behaviors are sufficiently severe and/or pervasive to have the effect of unreasonably interfering with an individual's educational experience, working conditions or living conditions by creating an intimidating, hostile, or offensive environment.

Microaggressions are defined as brief, everyday exchanges that send denigrating messages to certain individuals because of their identity group membership. They differ from overt, deliberate acts of discrimination because those who perpetrate microaggressions often are unaware they are causing harm. While a single act may not violate any University policy, a pattern of behavior could potentially constitute prohibited harassment.

Free Speech and Expression Princeton has a fundamental commitment to the free and open exchange of ideas and guarantees members of the campus community broad latitude to engage in speech and expression, including academic inquiry, peaceful protest, ordinary conversation, and online discussion, even when such speech is unwelcome, disagreeable or offensive. The University may restrict expression in limited instances.

Retaliation is defined as any attempt to seek retribution against an individual or group of individuals involved in making a report of bias or complaint of discrimination and/or harassment, filing an external complaint, participating in a disciplinary process, or opposing in a reasonable manner an action believed in good faith to constitute a violation of University policy. Retaliation includes, but is not limited to, abuse or violence, threats, and intimidation. Actions in response to a good-faith report or complaint are considered retaliatory if they have a materially adverse effect on the working, academic or University controlled living environment of an individual, or hinder or prevent the individual from effectively carrying out their University responsibilities.

Policies

For more information on the related University policies and Frequently Asked Questions (“FAQs”), see:

[Policy on Discrimination and/or Harassment](#) and related [FAQs](#)
[Statement on Freedom of Expression](#) and related [FAQs](#)
[Addressing Concerns of Bias, Harassment and Discrimination](#)

BIAS PREVENTION

Princeton's initiatives and strategies to prevent bias, harassment and discrimination within the campus community take several forms. Members of the University community play an especially important role in setting the tone and supporting an inclusive culture for all.

Community Engagement

The Offices of Institutional Equity and Diversity and Human Resources provide support and resources for inclusion and climate committees and/or designated diversity/equity/inclusion leaders in academic and administrative departments. More than 35 administrative and academic units now have inclusion and climate committees or representatives. These committees are intentionally composed to capture a variety of perspectives within departments. In administrative departments, committees include members representing different types and levels of positions; in academic departments, committee representatives include undergraduates, graduate students, postdocs, staff and faculty.

With the support of central University offices, some of the initiatives these committees have advanced include (but are not limited to):

- Developing departmental community values statements
- Issuing departmental policies on professional conduct
- Administering departmental climate surveys to gather relevant information about experiences of department members
- Hosting speakers and professional development workshops on topics related to bias prevention, bystander intervention, and inclusive mentoring, teaching, and innovation

In addition to establishing formal departmental committees and department-level diversity/equity/inclusion roles, the University has invited individual community members to engage in this effort through the creation and support of campus-wide working groups and taskforces, such as the CPUC Committee on Sexual Climate, Culture and Conduct; as well as student organizations focused on issues related to diversity, equity, and inclusion.

For employees at all levels, the University has supported the formation of a dozen different [Employee Resource Groups](#) (volunteer, employee-led organizations based on shared interests, experiences, and/or identities), which are funded and charged with promoting a more inclusive campus community through efforts including bias prevention education.

Community Education

On an ongoing annual basis, the University offers a variety of educational sessions to all members of the campus community related to preventing bias, harassment and discrimination. Learning sessions on bias prevention topics (e.g., bias awareness and reduction, inclusive community, and bystander intervention) are delivered in-person, online, and on virtual platforms. These collective learning opportunities include (but are not limited to):

- A mandatory *Preventing Sexual Harassment* online program for second-year graduate students and new faculty and staff (with a mandatory refresher every three years)
- Annual programming for students through student orientation sessions, the residential colleges, and various identity centers and offices (e.g., Carl A. Fields Center; LGBT Center; Women’s Center; Davis International Center; Office of Religious Life; Office of Access, Diversity and Inclusion-Graduate School, etc.)
- Professional development sessions on *Fostering Inclusion* for graduate students, faculty, and staff
- Ad hoc opt-in training on *Communicating Inclusively* for staff in administrative departments (e.g., Office of the Dean of Undergraduate Students, Admissions, Art Museum)
- Workshops for staff and faculty on interrupting bias in admissions/hiring, micro-messaging, inclusive mentoring, electronic/online harassment, and bystander intervention/reporting bias
- Ad hoc, customized sessions for administrators, Employee Resource Group leaders, and administrative/academic departments on identifying, responding to, and reporting bias and harassment
- Annual sessions on bias awareness, support resources, and reporting options to various student leaders each fall (e.g., Residential College Advisers; Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex and Asexual/Ally (LGBTQIA+) peers; and recreational sport club officers)
- Opt-in training on stereotypes (*Ouch! That Stereotype Hurts*) for staff and faculty
- *Leveraging Diversity* series opt-in training for staff and faculty
- *Ally Project* (supporting the LGBTQIA+ community) opt-in training for staff and faculty
- *Power and Impact of Unconscious Bias and Micro-Messages* for Managers opt-in training for staff and faculty
- Inclusion and Diversity Certificate program for staff

BIAS REPORTING & RESPONSE

Bias Prevention and Review Advisory Group

As bias incidents can involve any member of the campus community, in various settings and under a range of circumstances, the University convenes a campus-wide administrative group to coordinate its bias response protocol and advise on prevention education. The Bias Prevention and Review Advisory Group assesses how the University handles reports of bias-related incidents, monitors reporting trends, and makes recommendations for community education and other proactive bias prevention efforts. Co-chaired by the director for institutional equity and EEO in the Office of Institutional Equity and Diversity, Cheri Burgess, and the dean for diversity and inclusion in the Office of the Vice President for Campus Life, LaTanya Buck, the group includes representatives from the Offices of the Provost, Dean of the College, Dean of the Faculty, Campus Life, Dean of Undergraduate Students, Graduate School, Human Resources, Communications, Ombuds, and the Department of Public Safety. The Bias Prevention and Review Advisory Group's activities have included:

- Developing internal protocols for fielding/handling bias reports
- Standardizing the inclusion of campus support resources in individual response messages
- Developing criteria for institutional responses to bias incidents
- Logging and tracking bias reports for centralized data collection and annual trend analysis of bias reports and harassment/discrimination complaints
- Recommending proactive community education for bias prevention
- Coordinating with the University's Protests & Demonstrations Group
- Coordinating with the University's Restorative Practices Working Group

Campus Bias Reporting and Response Program

All members of the University community are encouraged to report all acts of bias, discrimination and harassment so that the University can take appropriate action. Designated [confidential resources](#) are available to help individuals process what they experienced and consider their options should they wish to address the incident.

Individuals who feel they have experienced bias, harassment, or discrimination have several options to report the incident including: filing a formal report or complaint [online](#) or; submitting a report by email to bias@princeton.edu or to the Director for Institutional Equity in the Office of Institutional Equity and Diversity.

Reports may also be submitted anonymously through the [EthicsPoint Hotline](#), a third-party service provided to the University. However, the University may not be able to conduct a full investigation of anonymous reports due to limited information or access to the individual who submitted the report.

Individuals who feel that safety is a concern or wish to report a criminal incident motivated by bias or animus against the victim on the basis of their actual or perceived identity characteristics (i.e., a hate crime) may contact the [Department of Public Safety](#).

University policy prohibits retaliation against any individual who utilizes these mechanisms to report concerns of bias, discrimination, and harassment. For more information regarding how the University addresses concerns of retaliation see these [Retaliation FAQs](#).

All reports of bias, harassment or discrimination made to campus offices, Public Safety, or to the EthicsPoint Hotline are routed to the Office of Institutional Equity and Diversity.

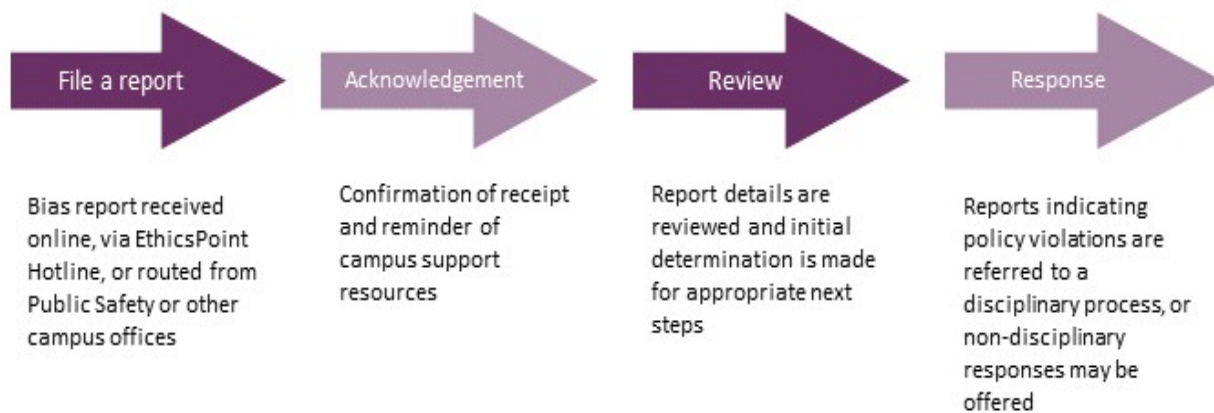
After submitting a bias report or complaint of harassment or discrimination, the reporting individual receives an acknowledgement of receipt and information about support resources available on campus. (Reports made to the EthicsPoint Hotline will receive reply communications via EthicsPoint.)

10% OF REPORTS OF BIAS, DISCRIMINATION, HARASSMENT WERE FILED VIA THE ETHICSPPOINT HOTLINE

Reports that indicate a potential violation of University policy are referred to the appropriate office(s) for review under existing disciplinary processes.

Not every experience can or should be addressed through a disciplinary process, but there are campus resources available to help individuals manage the experience and, as discussed in the next section, nondisciplinary responses to address it.

BIAS REVIEW STEPS



For more information on the reporting process (step-by-step guidance), policy, definitions, procedures and FAQs related to bias, harassment, and discrimination, see [Addressing Concerns](#).

Non-disciplinary Response and Resources

Many reported instances of bias are not appropriate for an investigative disciplinary process. In some cases, the alleged offender is unknown or not affiliated with the University and therefore not subject to University jurisdiction. In other cases, the reported behavior, especially that involving speech or expression, may not satisfy the threshold to constitute a violation of University policy.

The intersections of bias, inclusivity, and offensive speech can be challenging, given the University's dual commitments to free expression and inclusivity. When bias-related incidents involve offensive speech, the University's response is determined in light of the [Statement on Freedom of Expression](#). Because most forms of speech are protected, the University will only take disciplinary action against offensive speech and expression in limited, narrowly-defined situations. For more information, see [FAQs on Free Expression and Inclusivity](#).

Sometimes reports of bias involving staff and faculty respondents are academic-related. When reported incidents of bias involve academic evaluation, pedagogical inquiry, or faculty-student interactions in the classroom or other academic setting, the matter is considered in light of the University's [Statement on Freedom of Expression](#) and the [Policy on Classroom Learning Environment](#), and often includes a consultation with or referral to a Dean or Director of Studies.

Although discipline will often not be the appropriate response to offensive protected speech, that does not mean the conduct goes unaddressed. Because unwelcome speech can create emotional distress and undermine campus culture and workplace morale, there are a variety of non-disciplinary resources and strategies to address harmful speech and support those who have been affected:

- All members of the campus community have the right to use their own speech to counter speech that they find problematic
- The University may call the offending individual to a meeting with a Dean, Director of Student Life, supervisor or other appropriate administrator to explain the concerns with the speech-related incident, how it impacted others, and reinforce Princeton's expectations for promoting community
- The University may offer informal conflict resolution resources such as mediation, facilitated group dialogues, or employ other restorative strategies between the parties
- The University may sponsor debates or discussions on the topic, or offer awareness programs and trainings to the campus community, in whole or in part
- In some instances, University officials may make public statements regarding problematic speech in order to reaffirm institutional values
- No contact and no communication orders can be put in place between parties
- In limited circumstances, certain privileges may be revoked or curtailed


Despite the limitations for a disciplinary response, reporting concerns about problematic speech can help to identify hostile environments or patterns of problematic behavior, or assist the University administration in identifying opportunities to educate the campus community with the goal of improving the campus climate.

WHERE CAN I LEARN MORE?

The Office of Institutional Equity and Diversity has produced informational materials as part of its engagement efforts to ensure members of the community are aware of the various campus [support resources](#) and [reporting options](#) available if they experience a bias-related incident.


HAVE YOU EXPERIENCED OR WITNESSED
BIAS, DISCRIMINATION OR HARASSMENT?
SPEAK UP. REACH OUT.

YOU HAVE RESOURCES & OPTIONS



Scan the QR code to learn about support resources and reporting options when you have experienced or witnessed a bias-related incident.

Questions? Feel free to email: biase@princeton.edu

 **KNOW YOUR CONFIDENTIAL RESOURCES**

Deciding how to proceed can be difficult. You are encouraged to seek assistance from Confidential Resources who are trained to understand issues of discrimination or harassment and can talk through your options in confidence.


Ombuds Office
609-258-1775
ombuds@princeton.edu

Office of Religious Life Chaplains
609-258-3047
orlc@princeton.edu

Counseling and Psychological Services
609-258-3141
uhse@princeton.edu

Sexual Harassment/Assault Advising, Resources and Education (SHARE)
609-258-3310
share@princeton.edu


Carebridge Employee Assistance Program
800-437-0911

 **FILE A REPORT**

University members are encouraged to report all acts of bias, discrimination and/or harassment.

File a report directly: Visit inclusive.princeton.edu/addressing-concerns/file-a-report

File a report anonymously: Call the EthicsPoint Hotline at 866-478-9804 or visit princetonuniversity.ethicspoint.com

 **FILE A CRIMINAL COMPLAINT**

If safety is a concern, or to report a criminal incident in connection with your experience, contact Public Safety or local law enforcement.

Department of Public Safety
609-258-1000 (on campus)
911 (in case of emergency)

Local Police Departments

Princeton 609-921-2100	Plainsboro 609-799-2333	West Windsor 609-799-1222
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Institutional Equity & Diversity609-258-8504
inclusive.princeton.edu

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LOOKING FORWARD

Bias Prevention, Reporting and Response Program: Action Plan 2021 - 2023

During the three-year period 2021 - 2023, the Office for Institutional Equity and Diversity will focus on the following strategic actions in order to further strengthen the bias prevention, reporting, and response program at the University.

Policies and procedures

- Continually review policies and procedures for opportunities to provide clarity, alignment, and consistent application of the University's values and standards across campus populations
- Continue to review and revise policies and procedures to ensure compliance with state and federal laws and regulations

Community Awareness and Education

- Expand communication and educational strategies regarding identifying, preventing, and reporting bias, harassment and discrimination, as well as disciplinary and non-disciplinary response options
- Identify opportunities to link to other positive reinforcements of a healthy and positive campus culture (e.g., identity-based programming, climate-focused activities, inclusive pedagogy strategies, addition of a bias category to U_Matter, etc.)

Intervention and response strategies

- Implement restorative practices and other mediation and conflict resolution strategies to support community well-being and combat residual effects of bias incidents and discrimination/harassment investigations

Use of data/systems/resources to increase effectiveness

- Strengthen use of climate/engagement surveys, workforce/affirmative action and other data to more effectively identify trends, patterns, and "hot spots"
- Identify and utilize resources and methods to assess effectiveness of initiatives and processes in this area (e.g., pre/post-initiative attitude surveys, internal spot audits, etc.)

Transparent communication of reporting trends

- Increase transparency of communication to the University community regarding the prevalence and nature of reported bias-related incidents, prevention initiatives, and response efforts, as broader communication of information in this area is essential to improving the campus climate over time

We will report progress toward these goals in the next annual report. Inquiries or requests for more information regarding this report may be directed to Director for Institutional Equity Cheri Burgess at clawson@princeton.edu.

BY THE NUMBERS

This section presents trends and observations related to reported incidents involving members of the University community from July 1, 2019 through June 30, 2020. The data illustrated and discussed in this section fall into two categories: disciplinary investigations and non-disciplinary bias reports.

Notes:

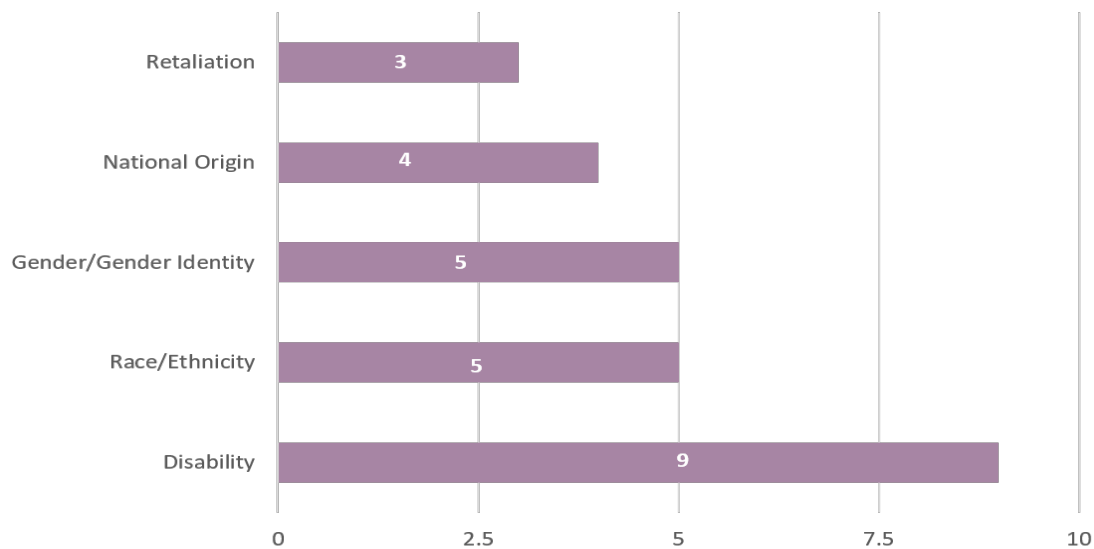
- *Title IX/sexual misconduct complaints and reports are not included in this report; information regarding those complaints are available on the [Sexual Misconduct & Title IX website](#).*
- *Multiple reports by the same reporters on the same set of facts were counted once.*

Disciplinary Investigations

When bias constitutes alleged harassment or discrimination based on a protected characteristic, it can be investigated, and if the behavior violates University policy, it is subject to appropriate discipline. The range of penalties for violations of University-wide rules of conduct are referenced in [Rights, Rules, Responsibilities 1.1.7](#).

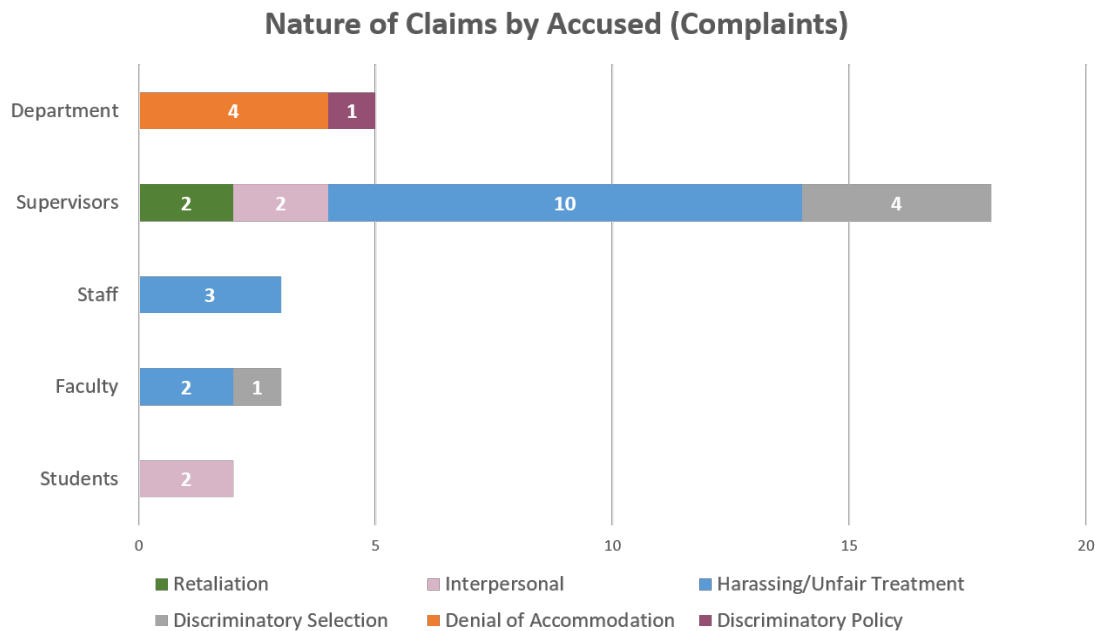
In 2019-2020, the University formally investigated **24** complaints of harassment, discrimination, and retaliation (related to alleged harassment or discrimination). In 2019-2020, the largest numbers of claims were disability-related, followed by race/ethnicity and gender.

Top Claims by Protected Identity (Complaints)



Some complaints alleged multiple claims based on protected characteristics.

More than half of all complaint allegations made in 2019-2020 were brought against supervisors/managers and primarily involved concerns of unfair treatment in the workplace. The next largest number of claims against supervisors/managers alleged discriminatory selection decisions in hiring and promotions.



Some complaints alleged multiple claims based on protected characteristics.

Outcomes

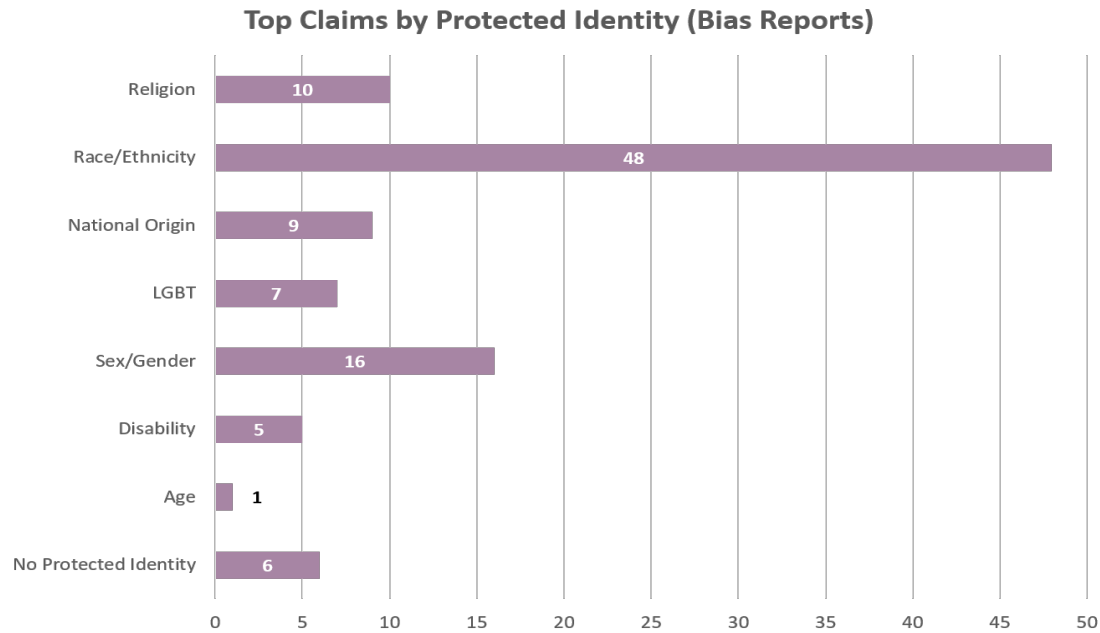
Investigations of harassment and discrimination complaints in 2019-2020 resulted in **3** findings of policy violations. [Rights, Rules, Responsibilities 1.1.7](#) provides for a range of penalties from a warning to separation from the University for policy violations; however, the applicability and exact nature of the penalty may vary for faculty, staff, and students.

Although most investigations did not result in findings of policy violations, the University uses investigation-related data to identify opportunities to enhance training and equitable best practices. For example, in response to increased claims related to disability-related reasonable accommodation, the University updated the employee process for reasonable accommodation to clarify steps, roles, and functions of various offices and streamline processes. The University has also developed new learning sessions for academic and administrative leaders on interrupting bias in admissions, hiring and promotions.

Non-disciplinary Bias Reports

In 2019-2020, **93** incidents of bias were reported that were not appropriate for further investigation based on University policy.

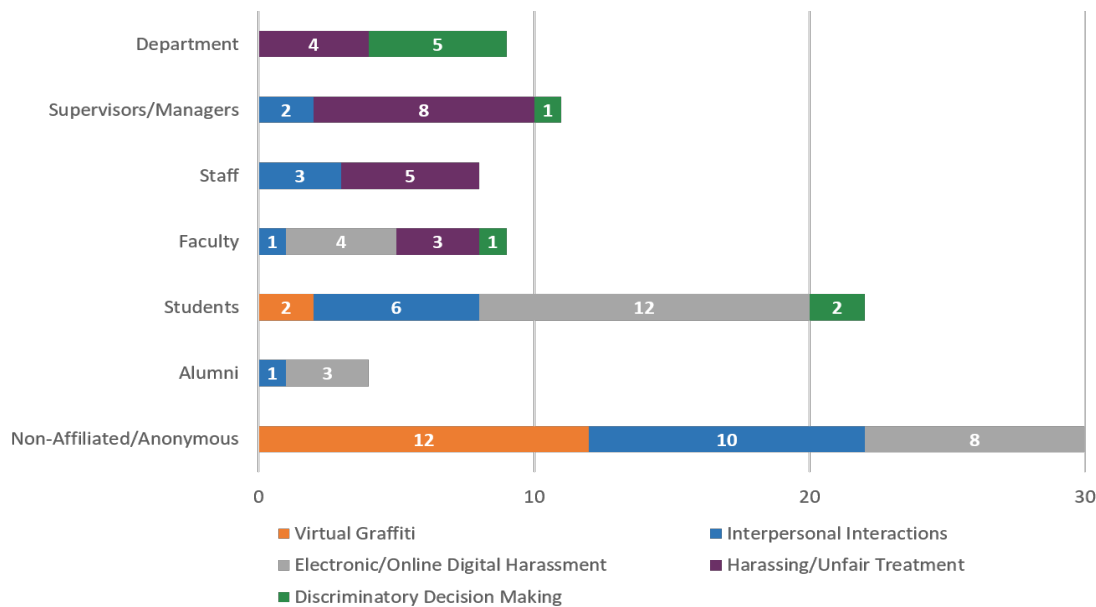
Nearly half of these claims were based on race/ethnicity, which also reflects the broader national climate.



Some complaints alleged multiple claims based on protected characteristics.

In 2019-2020, reports of bias incidents were brought against a variety of individuals, spanned several categories, and alleged incidents of varying circumstances.

Nature of Claims by Accused (Bias Reports)



Some complaints alleged multiple claims based on protected characteristics.

External and often anonymous perpetrators of bias incidents have become more coordinated and sophisticated in electronic/online attacks.

Anonymous individuals and those with no affiliation to Princeton allegedly perpetrated the highest number of reported bias incidents. Two-thirds of reported incidents by anonymous or non-affiliated individuals involved offensive visual images/graffiti and electronic/online harassment.

The majority of reported bias incidents allegedly perpetrated by students also involved claims of electronic/online harassment, and offensive visuals/graffiti.

The largest number of bias incidents allegedly perpetrated by employees and individuals in authority involved harassing/unfair treatment. Reports of biased interpersonal interactions involved every population of individuals in our community.

Overall, nearly one-third of reported bias incidents involved claims of electronic/online harassment, representing the top number of claims reported. Many of these reports involved claims that current, incoming, and/or alumni members of our community had engaged in offensive speech online. In some cases, it was determined that the reports involved fabricated social media accounts and were designed to create divisiveness.

As we shift to an increasingly virtual society, the potential for electronic/online harassment increases and can take many forms (e.g., unwelcome messages/images, online threats, cyberstalking, and hacked or fabricated accounts). The University provides [resources](#), including a webinar series covering reporting

protocols and best practices, for individuals who participate in courses, meetings, and events online and those who experience online harassment.

Outcomes

The majority of bias incidents reported to the University do not meet the definitions of discrimination or harassment and are addressed through non-disciplinary approaches. See Bias Reporting & Response above for a description of non-disciplinary responses and resources.

ABOUT US

The Office of Institutional Equity and Diversity coordinates Princeton’s commitment to diversity, inclusion, and fair treatment of all members of our community—including undergraduate and graduate students, faculty members, postdoctoral fellows, staff and alumni. Our office facilitates Princeton’s efforts to build an inclusive culture; prevent and respond to bias, discrimination, and harassment; and promote equitable access for people with disabilities. In doing so, we oversee Princeton’s compliance with University policies and laws pertaining to discrimination and harassment (e.g., Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments, Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, and the New Jersey Law Against Discrimination).

Our staff is composed of members of the Office of the Provost. The following individuals support our work on issues related to bias, harassment, and discrimination.



[Michele Minter](#)
Vice Provost for Institutional
Equity and Diversity
Title IX Coordinator
ADA/Section 504 Coordinator



[Cheri Burgess](#)
Director for Institutional
Equity and Equal
Employment Opportunity



[Regan Crotty](#)
Director of Gender Equity
and Title IX Administration



[Chante Stevenson](#)
Administrative Assistant



[Felicia Edwards](#)
Equity and Diversity
Specialist



[Donna Maywar](#)
Assistant Director for Equity
Compliance