



Crisis Response Task Force Final Report

In December of 2020, President Bresciani created and charged a Crisis Task Force with developing actionable ideas to respond quickly to the hate speech incidents that occurred in fall of 2020 and help inform the long-term strategic planning work of the [President's Council on Diversity, Inclusion, and Respect](#). The members of the task force were:

- Margaret Fitzgerald, Provost and Chair of Crisis Response Task Force
- Canan Bilen-Green, Vice Provost for Faculty Affairs, Equity and Title IX/ADA
- Rodkesha Brown, Undergraduate student
- Matthew Friedmann, Student Body President
- John Glover, President/CEO, NDSU Development Foundation and Alumni Association
- Philip Hunt, University Registrar
- Kayla Jones, Undergraduate Student, President, Black Student Association
- Gregory Lardy, Vice President for Agricultural Affairs
- Margaret Latterell, Concert Facilities Manager and Staff Senate President
- Larry Napoleon, Associate Professor, School of Education
- Tara Nelson, Doctoral Student and Graduate Research Assistant, Office of Institutional Research and Analysis
- Rian Nostrum, Director of Residence Life
- Laura Oster-Aaland, Vice Provost for Student Affairs and Enrollment Management
- Carrie Anne Platt, Associate Dean, College of Arts, Humanities and Social Sciences and Professor, Department of Communication
- Florin Salajan, Associate Professor, School of Education and Faculty Senate President

The Crisis Response Task Force was designed to take immediate action on DIR at NDSU and then disband with the intention that the President's Council on Diversity, Inclusion and Respect (PCDIR) would address needs and support longer-term initiatives. This report describes recent accomplishments, ongoing progress, and recommendations for the President's Council on Diversity, Inclusion and Respect.

NDSU recognizes the importance of protecting and encouraging First Amendment rights to free speech. We also acknowledge that mutual respect is an important foundation of scholarly communities and oppose conduct that threatens respect and inclusion.

Recent Accomplishments

In response to formal and informal feedback from students, faculty and staff during the 2020-21 academic year, the Crisis Task Force advocated for several immediate actions which are described in this section.

Bias Incident Notification

Guidelines for campus notification of bias incidents were developed and implemented in early August (see Appendix A). Bias incidents are posted on the NDSU Equal Opportunity and Title IX Office [website](#) as



they are received (unless public disclosure of information could cause additional harm). The Bias Incident Notice Team will determine if there is a specific threat to campus, and if so will provide timely notification to campus. This will most likely be emailed as an Incident Notice. Specific threat will be determined on a case-by-case basis, depending on the facts of each report. Generally, a specific threat will be present when the report represents a confirmed serious or continuing threat to students, employees and/or property.

Investigations

In response to administration's desire to make sure that we are using best practices on investigations regarding allegations of hate speech and other campus bias issues, a consultant was hired to review our processes and responses. That work was completed during Spring Semester, 2021. The consultant confirmed that NDSU is following best practices.

Strategic Planning

Due to advocacy by the Task Force the new university [strategic plan](#) was revised to place additional emphasis on creating and maintaining an open and collegial environment to promote inclusivity, respect and diversity as a cornerstone of education, research and outreach at NDSU. Units on campus will be reporting on their efforts and accomplishments on a yearly basis.

Student Focus

Listening Sessions. Small and large group listening sessions were held with students to better understand their concerns and experiences.

The [Student Voice Project](#) lead by Dean of Students, Casey Peterson provided information that added an additional depth of understanding in a variety of areas such as inclusion, mental health, policing at NDSU, and voting and elections. A list of topics and student feedback is available on the Dean of Students [website](#).

Members of the Crisis Task Force participated in a student-sponsored Hear the Herd session on April 20, 2021 and vowed to continue to facilitate additional listening sessions during the 2021-2022 academic year.

Plans are to hold monthly listening sessions with the Dean of Students and others on a regular basis during the 2021-22 academic year, as well as a series of emails to make NDSU processes and procedures transparent.

Restorative Circles for Racial Justice. In response to local and national incidents involving hate speech, violence and race, the NDSU Ombuds and a counselor from NDSU Counseling Center offered several Restorative Circles to students in both fall and spring semesters. These circles were a safe place to stop and listen to one another as a means for processing and strengthening a sense of community.

Code of Conduct & Website. A committee of students, faculty, staff and administrators reviewed the [Code of Student Conduct](#) and revised to clarify and improve the ability to respond to bias-motivated



speech and behavior. The Dean of Students website has been reconstructed to include these changes, better define protected and unprotected speech, and the avenues available to exercise the freedom of speech, expression, and assembly.

Restorative Practice. The Dean of Students and Ombuds facilitated a four-day training sponsored by Student Government. Over 30 staff, faculty, and students met to identify ways to meet three goals at NDSU and be trained as facilitators. The three goals of incorporating restorative practices at NDSU are 1) innovate practices to proactively improve campus climate/build community; 2) increase our capacity/ability to respond to harmful incidents in our community; and 3) increase the effectiveness of student conduct/campus conflict processes. Staff and faculty will now begin implementing restorative practices on campus.

DEI Commissioner. The committee supported Student Government to add a new Diversity, Equity and Inclusion (DEI) Commissioner position in Student Government beginning Fall Semester, 2021. Like other Executive Commission positions, the commissioner will be paid a stipend. A Student Diversity Council will work with the DEI Commissioner, the Director of Multicultural Programs, and the Dean of Students.

Counseling Center. The NDSU Counseling Center has two counselors of color and one LGBTQ counselor. All counselors have had significant training on diversity, inclusion and anti-racism. They will continue to recruit for diversity when hiring new counselors. The Counseling Center also has an anti-racism and solidarity statement on their [website](#) as do many departments and colleges at NDSU.

Smudging Policy. After hearing from Indigenous, students who struggled to understand how to seek permission to smudge in their residence hall room or in a room prior to a meeting, the [Smoke Free Facilities Policy](#) (Policy 153) is in the process of revision to allow the safe and culturally significant practice of smudging without permission while maintaining safety measures.

Communication

Presidential Communication. President Bresciani sent multiple messages related to reinforcing NDSU's commitment to an inclusive and welcoming environment and denouncing hate speech beginning in the summer of 2020 through spring of 2021. He incorporated student feedback into many of these messages.

NDSU Stands Against Hate. The NDSU Stands Against Hate Campaign was launched Spring Semester, 2021. Staff Senate supported the effort by distributing the various message on buttons. Some students requested that the campaign should be more visible.

Diversity and Inclusion Web-site. A [landing page](#) on Diversity and Inclusion was launched on the NDSU Website in April, 2021. It provides a centralized location for information on Diversity, Inclusion and Respect on campus.

Communication related to DIR. University Relations began implementing a campus communication plan related to DIR which includes a new landing-page for DIR related information and activities on campus and developed signage demonstrating NDSU's zero tolerance for hate. Complaint forms have been revised for ease of use. University Relations and the Vice Provost of Faculty Affairs and Equity



collaborated on a video featuring students, faculty and administrators during the summer of 2021 to bring attention to and broaden understanding of diversity and inclusion at NDSU.

Training

Additional Training. New training for incoming students will be piloted in fall of 2021. The on-line Blackboard course, named “Building Your Bison Community” focuses on some of the ways that people differ and explore the benefits of diversity for our society generally and for the college experience. The mandatory training for incoming students, We Take a Stand, on preventing violence covers resources and ways to report bias, discrimination, harassment, and sexual misconduct. Faculty and staff are required to attend [Equal Opportunity and Title IX](#) training in-person every three years, and supervisors are required to do an additional training, Supervisor Supplement: Equal Opportunity/Title IX supplemental training on an annual basis. Several other [optional training](#) opportunities are encouraged for faculty, staff and students on topics related to many aspects of diversity and inclusion.

Microaggressions. The Antiracism Coalition is working with the Black Student Association to produce a film about microaggressions. Kayla Jones, Crisis Response Task force member and President of the Black Student Association, is working with faculty members Jess Jung (Theater Arts) and Lisa Arnold (English).

The topic of NDSU Community of Respect Training Module #3 is microaggressions. This training was developed by staff in the Vice Provost for Faculty and Equity Office and have been recently updated by Professor Alison Bertolini who served as Faculty Fellow in 2020-21. Based on student suggestions, the committee recommended requiring microaggressions training for all employees. Vice Provost Bilen-Green will see that microaggressions are covered in mandatory trainings for employees.

Additional Progress related to Diversity, Inclusion and Respect

The following bullets describe new or ongoing efforts to DIR at NDSU that relate to recommendations made by the Crisis Task Force and represent an overall commitment to DIR at NDSU.

- As charged by President Bresciani, the following room name changes have taken place in the Memorial Union in early August. The Great Plains Ballroom will become the Očēŭ Šakowiŋ Ballroom. The Century Theater will become the Anishinaabe Theater. The Mandan room will become the Nueta room. The Arikara room will become the Sahnish room. These changes are part of NDSU’s ongoing efforts to acknowledge the important role of Indigenous cultures in our community and to align with the recently finalized [NDSU Land Acknowledgement Statement](#). A group of Indigenous faculty and students have advised NDSU on these name changes and are in ongoing discussions about how we can visually represent the meaning of the Land Acknowledgement while we continue to strive to be a diverse and inclusive community.
- For their annual professional development group training, Student Affairs and Enrollment Management (SAEM) staff did a training on Implicit Bias offered by the Village Family Service Center (and our EAP). The SAEM leadership team has required that by December 2021 the following actions occur: all position description contain the following responsibility: “Commitment to service,

teamwork, diversity, equity and inclusion; all position announcements will be required to post a minimum qualification related to understanding of and commitment to the importance of diversity and inclusion in the workplace; all search committee members will participate in the [Searching for Excellence Training](#) currently required of search committee chairs (and highly recommended for members) for all academic searches.

- In the 2020-21 academic year, 60 faculty, staff and administrators participated in a White Anti-racism and Action Course developed by Dr. Kim Case. This summer an additional 60 faculty, staff and administrators are participating in the course, including nine President's Cabinet members.
- The Provost's office began working on a method to collect information on course offerings related to diversity, inclusion and respect and publicize them on a regular basis.
- Under the leadership of President Florin Salajan, Faculty Senate has reactivated the [Equity and Diversity Committee](#) of Faculty Senate.
- The Office of Institutional Research and Analysis' Equity and Inclusion Fellows hosted students, faculty and staff town hall meetings to gain insight from individuals who identify as belonging to historically underrepresented populations at the university. These meetings are a part of an ongoing and larger study regarding campus climate at NDSU. Participants are able to engage in conversations surrounding campus inclusion, especially regarding the ability to actively participate in campus climate surveys and other outreach.
- The Provost has charged the Vice Provost for Faculty and Equity and the Director of Assessment and Accreditation to provide leadership and organize a team to conduct a [360-Degree Student Equity Audit](#) using a template designed by EAB.
- The Director of Assessment and Accreditation, Vice Provost for Student Affairs and Enrollment Management, Director of the Office of Institutional Analysis and Research, and the Provost are participating in a Curricular Analytics and Equity Project through an APLU Western Region Cluster project to improve data-driven knowledge concerning the posited relationship between curricular complexity and equity; test strategies for applying our joint learning in unit-level oversight of the curriculum and university-wide program review processes; increase faculty and staff attention (including at the crucial unit-level) to the relationship between curricular complexity and equity; refine through continuous improvement of the Curricular Analytics toolbox; and pilot new Curricular Analytics functionality for our own immediate benefit as well as for the benefit of future users. The project began in March of 2021 and will be completed by March of 2022.
- NDSU received funding in 2020 and 2021, through two United States Department of Agriculture, National Institute of Food and Agriculture (USDA-NIFA) New Beginnings grants. The overarching goal of these grants is to create an institutional framework that will not only offer Tribal students opportunities in higher education, but also to provide a holistic support system to ensure their success.
- On December 9, 2020, the Vice Provost of Faculty Affairs and Equity highlighted the importance of our shared responsibility to make NDSU a welcoming, safe, and inclusive campus with an annual reminder of policies, training, inclusive excellence initiatives, accommodations, reporting responsibilities (See Appendix B).
- The President's Council for Diversity, Inclusion, and Respect held a virtual Talkback to Racism on February 24, 2021 for faculty, staff and students.

- In April of 2021, the Dean of Students sent a series of messages to address students' questions about policies and processes related to bias and discrimination.
- On April 8, 2021, University Registrar Phillip Hunt provided a session at the Provost's Weekly Conversation with Colleagues on Why Diversity, Equity and Inclusion Matter in Higher Education.
- In December of 2020 and June of 2021, the President's Council for Diversity, Inclusion and Respect provided updates to campus that included the Council's vision statement, a list of their workgroups and action plans for the upcoming year that coincide with the new NDSU Strategic Plan, and a list of upcoming trainings.
- The Vice Provost for Faculty Affairs and Equity supported two faculty fellows during the 2020-2021 academic year who updated training content, offered training and faculty research sessions on campus, built the Your Bison Community trainings for students, and served on the executive committee of the President's Council for Diversity, Inclusion, and Respect.
- As part of the USDA-NIFA New Beginnings grant that was received, the grant team worked with the ND Governor's office to bring the ND Native American Essential Understanding training to campus for both the grant team and campus to help us learn to connect with Native American students, colleagues, and communities.
- The Northern Plains Ethics Institute at NDSU and the YWCA Cass Clay co-sponsored a series of speakers during the 2020-2021 academic year around learning the language of diversity and meaningful inclusion. These events were provided free of charge by the Northern Plains Ethics Institute, NDSU Office of the President, the College of Arts, Humanities, and Social Sciences, the YWCA Cass Clay, Humanities ND, and the Department of Anthropology and Sociology to all NDSU stakeholders and the public. The Northern Plains Ethics Institute also sponsored facilitator training for civil conversations.
- A series of lunch-time conversations, Including U, were offered over Zoom during the academic year through the Vice Provost for Faculty Affairs and Equity office. Eleven different conversations were held on topics to introduce our campus community to the diverse experiences and identities, allow time to ask questions, and to share experiences. Topics included Midwestern Nice, Indigenous Perspectives, Changing LGBTQ+ Realities, Veteran Students and PTSD, Experiencing Homelessness, Non-Traditional Students, Higher Ed and Different Abilities, Black Lives on Campus, New American and Refugee Realities, Women in Higher Ed, and Underrepresented Campus Faiths.
- The Vice Provost for Faculty Affairs and Equity offered a series of faculty research talks. This series of talks showcases the scholarly research of NDSU faculty who have published on matters of social responsibility, equality, inclusion, and/or open-minded, ethical decision-making and action as related to topics including race, gender, sexuality, ethnicity, class, ability, religion, or issues facing the LGBTQ+ community. Past talks have included "Historical Sex Work: New Contributions from History and Archaeology" (Drs. Angela J. Smith and Kristen R. Fellows), "Life and Politics on the U.S.-Mexico Border (Dr. Heath Wing), and Health Insurance in Rural American: A Partial Equilibrium Analysis" (Dr. William Nganje).
- NDSU participated in the FM LGBTQ+ College Alliance to sponsor an artist, a panel and the Rainbow Runway and film event Lavender graduation.

- FM LGBTQ+ College Alliance involved the four campuses in the Fargo-Moorhead area and sponsored ALOK Vaid-Menon, “Let’s talk about TERFs” panel, Lavender Graduations, and Rainbow Runway and film event.
- NDSU in collaboration with Native American Tri-college held a joint celebration for our 2021 Native American college graduates.
- The President’s Council for Diversity Inclusion and Respect co-sponsored UndocuArtivism: Art and Resistance in Pandemic Times and Dr. Jennifer Erickson, author of Race-ing Fargo with the Anti-Racism Coalition, the Vice Provost for Faculty Affairs and Equity, and the Department of Sociology & Anthropology.
- The Vice Provost for Faculty Affairs and Equity offered the opportunity for faculty and professional staff to participate in the American Association for the Advancement of Science SEA CHANGE Institute series on Building Gender Equity in the Academy which was a four-part series that provided concrete, research-based approaches to making STEM higher education faculties more equitable and inclusive.
- NDSU continues to participate in the Aspire national alliance for inclusive and diverse stem faculty. NDSU was accepted into the second cohort of the Institution Change (IChange) Initiative which seeks to cultivate institutions where STEM faculty from underrepresented groups are widely recruited, hired, and retained, and all STEM faculty employ inclusive teaching, advising, and research mentoring practices. Under the direction of the Vice Provost for Faculty Affairs and Equity, a team of faculty and professional staff are working on NDSU’s mentoring and institutional efforts to create a diverse and inclusive faculty.

Recommendations for President’s Council on Diversity, Inclusion and Respect

The Crisis Task Force recommends the following for consideration by the President’s Council on Diversity, Inclusion and Respect

- Continue coordinated effort to review and adopt best practices related to DIR.
- Invite additional BIPOC and LGBTQ students to serve on the PCDIR.
- Continue to strengthen statements in position announcements that demonstrate NDSU’s commitment to build a diverse faculty and staff.
- Work with the University General Education Committee to strengthen and broaden general education offerings in cultural diversity and inclusion.
- Students would like the [harassment](#) and [bullying](#) policy to be included on course syllabi and for faculty to review them at the beginning of each semester. They also requested additional course offerings on diversity and inclusion; some preferred a mandatory introductory course for freshman, other requested additional offerings across curriculums in various disciplines. Consider this feedback and work with Faculty Senate standing committee on Diversity, Inclusion and Respect to implement.
- Explore the establishment of a Diversity and Inclusion Advocates and Allies program similar to NDSU’s nationally known [ADVANCE FORWARD Advocates and Allies program](#) for gender equity.
- Continue efforts to increase awareness of the extra work/burdens of students, faculty and staff of color on our campus and be cognizant of the demands placed on people of color who are often

asked to educate their white colleagues at the expense of their research, service, teaching and learning.

- Strategize on how to educate and mobilize our external constituents such as alumni, community and public officials to help us create a welcoming and inclusive community within and beyond NDSU.
- Work with NDSU Police and Safety office to better communicate with students about policing practices and policies on campus.
- Develop ways to show NDSU's responsiveness to feedback NDSU has received from BIPOC and LGBTQ students.

June, 2021

NDSU Bias Incident Notice Team

President Bresciani charged Crisis Task Force members to provide advice about whether bias incidents should be treated differently from other student conduct violations for public disclosure purposes in an email dated December 8, 2020.

Following a briefing by Mike Borr, Director of University Police and Safety on the provisions of the Cleary Act, and Matt Hammer, Assistant Attorney General, on FERPA, first amendment rights, and the Office of Civil Rights (OCR) guidelines, the committee discussed the desire to denounce acts of bias without identifying students, and the level at which we should provide campus notification. These recommendations could apply to bias incidents that do not involve students as well.

The following guidelines should be used in making decisions regarding what and when to share information, as well as the process of communicating information.

- Each incident will require analysis to determine the course of action that will be taken. All incidents will be posted on a website as they are received (unless public disclosure of information could cause additional harm). https://www.ndsu.edu/equity/reports/campus_bias_incident_reports/
- Other possible courses of action include:
 - If there is a there is a specific threat, immediate notification to campus is warranted.
 - If misinformation is presented, clarification to correct information should be provided.
 - In cases where there is a clear complainant, the complainant should have the ability to advise on whether the report is shared with the public (within FERPA guidelines).

The university will designate a small group of people called the *Bias Incident Notice Team* who will have authority to respond quickly within our guidelines. Suggested membership includes the following: Associate Vice President for University Relations, Vice Provost for Student Affairs and Enrollment Management, Chief of Staff, and Director of the Office of Multicultural Programs, or a subset thereof based on availability. When needed, the group can consult with others such as the Faculty or Staff Senate President, Student Body President, or the Diversity, Equity and Inclusion Commissioner for Student Government. The team must have the ability to gather quickly, and authority to determine the course of action. Maintaining confidentiality is critical for anyone involved in these conversations. Bias Incident Notice Team members will be asked to sign a confidentiality agreement annually; individuals that the team consults with will sign a confidentiality agreement on a per incident basis. The Vice Provost for Student Affairs and Enrollment Management will monitor this process. The Bias Incident Notice Team may also seek input from impacted community members as needed.

- The team may directly notify others on campus depending on the location and/or campus constituency affected in order to provide support for individuals impacted.
- In situations where the Bias Incident Notice Team cannot come to consensus on how to handle communication, the President will make the final decision if available. If not, the Provost will make the decision.
- Notifications will be identified with the email subject line of "Incident Notice."
- The Bias Incident Notice Team will meet at least once a year to review how the notification process is working, whether revisions need to be made, and determine if feedback needs to be shared with the President's Council on Diversity, Inclusion and Respect.

While our response does not need to include specific information as per law and policy, denouncement of bias is important. We should also include reminders about reporting avenues and campus support/resources.

- Consistent with OCR guidelines, task force members strongly support NDSU denouncement of bias acts.

- On the incident reporting page, we must be clear about what happens with incidents of bias/hate. Examples include information from existing Equity pages related to “typical response” to incidents such as these: https://www.ndsu.edu/equity/filing_a_complaint_at_ndsu/what_can_i_expect/ as well as easy links to past annual aggregate data https://www.ndsu.edu/equity/annual_reports/

NDSU recognizes the importance of protecting and encouraging First Amendment rights to free speech. We also recognize that mutual respect is an important foundation of scholarly communities and oppose conduct that threatens respect and inclusion.

Dear NDSU Community:

Recent incidents highlight the importance of our shared responsibility to make NDSU a welcoming, safe, and inclusive campus. We each have an essential role in shaping campus climate and safeguarding our students and one another. I hope each of you will take a moment and review this **annual reminder** of the [policies](#) prohibiting discrimination, harassment, retaliation, and sexual misconduct; [accommodations](#) for disability, temporary medical conditions, and pregnancy; religious accommodations; required non-discrimination [statement and posters](#); employee [reporting responsibilities](#); employee and supervisor [training requirements](#) and optional training, including upstander and anti-racism training, to foster a safe, respectful, inclusive, accessible, and non-discriminatory environment; [resources](#) available at NDSU to address your questions; [climate work/life survey](#); the [National Science Foundation](#) harassment reporting requirements; [inclusive excellence initiatives](#), including research series on engaged citizenship and inclusion and the ASPIRE program for inclusive teaching, research mentoring, advising, and leadership; equal opportunity in announcement of all positions and [search training requirements](#); and [affirmative action plan](#). Below you will also find updates on the [President's Council on Diversity, Inclusion, and Respect](#) (formerly the Inclusion Committee) and the new [Title IX regulations](#).

- 1. Policies.** NDSU is committed to providing a safe and non-discriminatory learning, living, and working environment for every member of our university community. Specifically, NDSU is committed to taking action against discrimination, harassment, retaliation, and sexual misconduct in order to: (1) stop it; (2) remedy its effects; and (3) prevent its recurrence. **If you believe you have been subjected to discrimination, harassment, retaliation, or sexual misconduct, you are encouraged to complete and submit [Discrimination/Harassment/Retaliation/Sexual Misconduct Complaint Form](#) to the [Equity Office](#)/Title IX Coordinator.**

The Equity Office investigates all discrimination, harassment, retaliation, and sexual misconduct complaints involving students and employees and will coordinate the resolution of those complaints as described in [Policy 156](#) and [Policy 156.1](#). For complaints alleging a violation by a student, please see [Student investigation flowchart and timeline](#). For all other complaints please see [Faculty and Staff investigation and timeline](#). The list of NDSU's policies related to equal opportunity, ADA, and Title IX can be found at the end of this email. For more information on NDSU's complaint resolution process, including "what you can expect/can't expect" once a complaint is filed, see https://www.ndsu.edu/equity/filing_a_complaint_at_ndsu/.

Questions, concerns, or complaints related to equal opportunity, discrimination, harassment, retaliation, and sexual misconduct, including those related to Title IX, may be directed to Equity Office/Dr. Canan Bilen-Green, Title IX/ADA Coordinator, Old Main 201, NDSU Main Campus, Fargo, ND 58108, 701-231-7708, ndsu.eoaa@ndsu.edu.

- 2. Accommodations for students with disabilities, temporary medical conditions, and pregnant students.** Disability Services is designated as the office that students with a disability, temporary medical condition, or pregnancy work with to request services/accommodations. Please note that per NDSU [Policy 333](#) "*Absences due to pregnancy or related conditions, including recovery from childbirth, shall be excused for as long as the student's health care provider deems the absences medically necessary. When the student returns to class the student must be provided the opportunity to make up any work missed. Alternatives include allowing the student to take an incomplete and complete the course at a later date, or retaking the course or taking an online course.*"

If you have a student that is requesting accommodations without presenting documentation from Disability Services, please refer the student to Disability Services. For more information see <https://www.ndsu.edu/disabilityservices/>.

Employee requests for accommodations on the basis of disability are processed through the [Office of Human Resources/Payroll](#). Per NDSU [Policy 168](#), “Supervisors receiving requests for accommodation from employees shall direct the employee to contact Human Resources in order to address their need for a reasonable accommodation.”

3. **Religious accommodations for students.** Per NDSU [Policy 333](#), “Religious observances may require absence from a class session and other required class activities. A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence.” The [Office of Multicultural Programs](#) maintains a list of common [religious holidays and events](#).
4. **Required non-discrimination statement and posters.** The following statement must be included in all bulletins, announcements, manuals, publications, guidebooks, brochures, pamphlets, catalogs, application forms, or recruitment materials that are made available to NDSU participants, students, applicants, or employees:
 NDSU does not discriminate in its programs and activities on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, participation in lawful off-campus activity, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, spousal relationship to current employee, or veteran status, as applicable. Direct inquiries to: Canan Bilen-Green, Vice Provost, Title IX/ADA Coordinator, Old Main 201, 701-231-7708, ndsu.eoaa@ndsu.edu.

Equal opportunity and Title IX related posters are required to be placed where they are visible to students, employees, applicants, and other participants in NDSU's educational programs and activities. For more information and link to required posters see https://www.ndsu.edu/equity/required_posters/.

5. **Employee reporting responsibilities.** All NDSU employees who observe discrimination, including harassment, retaliation, or sexual misconduct must document the discrimination using the form at https://www.ndsu.edu/fileadmin/equity/Equity/Title_IX_Forms/Report_Form.pdf and contact the Equity Office/Title IX Coordinator. All NDSU employees who receive a report of discrimination involving a student, including harassment, retaliation, or sexual misconduct, must document the report, including the name of the involved student(s), and contact the Equity Office/Title IX Coordinator. NDSU supervisors, managers, department heads, deans, directors, or administrators who receive a report of discrimination involving employees, including harassment, retaliation, or sexual misconduct, must document the report using the form at https://www.ndsu.edu/fileadmin/equity/Equity/Title_IX_Forms/Report_Form.pdf and contact the Equity Office/Title IX Coordinator. Additional information regarding reporting responsibilities can be found in [Policy 156, Section 10](#). Equity Office/Title IX Coordinator will keep the complaint and its investigation confidential to the extent that it is possible without compromising NDSU's commitment and obligation to investigate allegations of discrimination, harassment, retaliation, and sexual misconduct, to protect the university community.
6. **Employee training requirements.** All full-time employees are required to complete in-person (currently via Zoom) Equal Opportunity/Title IX Training. Attending the in-person session meets this training obligation for three years. This training is no longer offered online. For more information and to register for an in-person training session see https://www.ndsu.edu/equity/education_and_training/.

Supervisor training requirements. In addition to the Equal Opportunity/Title IX training, supervisors (managers, department heads, deans, directors, and administrators) are required to complete Supervisor Supplement – Equal Opportunity/Title IX Training. These are individuals with assigned supervisory duties over employees. For more

information and to register for a **Supervisor Supplement** session see https://www.ndsu.edu/equity/education_and_training/.

To check your unit's **compliance training requirements**, contact Heather Higgins-Dochtermann (heather.higginsdocht@ndsu.edu).

Employees are also encouraged to complete optional **Community of Respect, Safe Zone Ally, Anti-Racism, and Upstander** training:

Community of Respect. Designed to teach participants about cultural differences and to encourage them to think critically about the impact of their cultural values in their relationships with others. The curriculum is organized into four separate modules with distinct learning outcomes outlined in each. Contact Angela Bachman (angela.bachman@ndsu.edu).

Safe Zone. Designed to educate people about sexual orientation and gender identity/expression issues; create a visible network of allies to support the NDSU lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) community; and provide accurate information about sexual orientation and gender identity/expression diversity, issues, and resources within the community. The curriculum is organized into four separate modules in each. Contact Angela Bachman (angela.bachman@ndsu.edu).

Anti-Racism Training. Designed to educate participants about implicit bias and systemic racism in the US, for the purpose of combatting racism. This training may be requested for classes and student groups. Contact Alison Bertolini (alison.bertolini@ndsu.edu).

Upstander Training. Designed to equip participants with basic techniques to safely assist those facing potentially harmful and dangerous situations. This training may be requested for classes and student groups. Contact Alison Bertolini (alison.bertolini@ndsu.edu).

White Anti-Racism and Action Self-Study Course and Discussion Sessions. This course is designed for faculty and staff who are ready to begin the lifelong process of unlearning racism and taking anti-racist actions. The effectiveness of this experience rests on your commitment to deep self-reflection, unlearning what you think you know, getting comfortable with being uncomfortable, and taking action. For information on the course and/or to participate in the discussion sessions contact Alison Bertolini (alison.bertolini@ndsu.edu).

Diversity and Cultural Competency Training for Incoming Students. Designed to educate new students about cultural differences and explore the benefits of diversity for our society generally and for the college experience. The goal is to make this a requirement for all incoming students via Blackboard. Currently on track for rollout in Fall 2021.

7. **EO/Title IX Resources.** NDSU Equity Office serves, in part, as a centralized resource for matters related to equity, Title IX, and non-discrimination at NDSU. As a part of its responsibility to promote equity, safety, and non-discrimination, this office reviews and revises policies and procedures; provides training; receives, investigates, and addresses discrimination, harassment, retaliation, and sexual misconduct complaints and bias reports; and offers institutional guidance and support regarding equity and nondiscrimination.

Sexual and Gender-Based Harassment and Sexual Misconduct **Resource Guide** and **Quick Reference for On-Campus Contacts.** These new resources for students, faculty, and staff were created by the Equity Office, Student Affairs, Residence Life, Student Health Service, University Police, and Student Affairs. The Guide provides information on how to assist someone who has experienced sexual misconduct; campus resources; recognizing and addressing

abuse and violence; safety and bystander intervention; and complaint resolution process. To view these resources see:

https://www.ndsu.edu/equity/sexual_and_gender_based_harassment_and_sexual_misconduct_resource_guide/.

Printed copies of the resource guide can be requested from the Equity Office.

Sexual Assault Prevention and Advocacy. The goal of NDSU Sexual Assault Prevention and Advocacy (SAPA) is to help students understand their rights as a student, the resources/options available on and off campus, and work towards a campus free from violence. Megan Talcott, SAPA Coordinator, is a confidential resource for students and can be contacted at megan.talcott@ndsu.edu or 701-231-5733.

8. **Inclusive Excellence Initiatives.** The goal of NDSU Inclusive Excellence Initiatives is to design and implement accessible, equitable, and inclusive practices in teaching, advising, mentoring, and research; to retain and support a diverse faculty, staff, and student body; and to foster cross-campus partnerships and collaborations to support a welcoming environment for all.

Accessibility Committee. The Accessibility Committee monitors facilities, programs, and activities to assure the identification, prevention, and elimination of physical, digital, and/or programmatic barriers that interfere with student, staff, and faculty access to and benefit from University programs, facilities, and resources. Jason Blosser (Assistant VP for ITS, jason.blosser@ndsu.edu) and Mark Coppin (Director of Disability Services, mark.coppin@ndsu.edu) serve as co-chairs. **If you are interested in serving on the committee, please contact the co-chairs.**

Including U. The goal of these sessions is to engage in conversations around some of the many identities and experiences of those who make up the NDSU family. This year's series include conversations on Midwestern Nice, Indigenous Perspectives, Changing LGBTQ+ Realities, Veteran Students and PTSD, Experiencing Homelessness, Non-Traditional Students, Higher Ed and Different Abilities, Black Lives on Campus, New American and Refugee Realities, Women in Higher Ed, and Underrepresented Campus Faiths. If you have an interest in being part of these panels, or have an idea for a future topic please contact Julie Nash (Excellence Programs Manager, julie.nash@ndsu.edu).

Equity at the Intersections. Speaker series highlighting the value of diversity and inclusive excellence by exploring the impact of intersectional identities. The mission of the program is to provide an educational opportunity for all on campus; inspire and continue conversations about the social impact of intersectional identities, power and privilege; offer actionable ideas for advancing/promoting diversity and inclusion; and to draw together resources to inspire partnerships for diversity. The speaker series is funded through the Sue Fergus Andrews Fund, an endowment gifted to NDSU.

NDSU Faculty Research Series on Engaged Citizenship and Inclusion. Designed to showcase the scholarly research of NDSU faculty who have published on matters of social responsibility, equality, inclusion, and/or open-minded, ethical decision-making and action as related to topics including race, gender, sexuality, ethnicity, class, ability, religion, or issues facing the LGBTQ+ community. FRS welcomes proposals from NDSU faculty about their published (or soon-to-be published) research. Submit ideas to Alison Bertolini (alison.bertolini@ndsu.edu.)

NDSU ASPIRE Program. NDSU is participating in the nationwide Aspire program to help faculty use inclusive teaching, research mentoring, advising, and leadership practices and to increase faculty diversity. For more information, please go to the NDSU Aspire Website: https://www.ndsu.edu/otl/programs/aspire_grant/. Direct inquiries to Jill Motschenbacher (jill.motschenbacher@ndsu.edu).

9. **Climate/Work-life Survey.** Thank you to everyone who participated in Fall 2019 Climate/Work Life survey. The Office of Institutional Research and Analysis hosted a series of community forums to review and reflect on the results of the survey to help identify priorities for enhancing NDSU's learning, living, and working environment.

Results of the climate and work-life surveys conducted at NDSU can be accessed at <https://www.ndsu.edu/oira/institutionalreports/>. See <https://www.ndsu.edu/equity/diversity/> for list of campus units and committees that strive to create a welcoming and supportive environment for NDSU employees and students.

10. **Equal opportunity in announcement of ALL positions and search training requirements.** Announcement of positions is an important part of employee recruitment and advancement at NDSU. Per [NDSU Policy 103](#), an announcement is required for all titled or compensated appointments as well those that are interim and/or part time. This means that graduate coordinator, program director, assistant chair, interim chair, and similar part-time or interim faculty, administrator and staff positions minimally require announcement on an internal or local basis and a recruiting period (of at least ten working days for academic staff and executive/administrative positions). **For all academic staff and executive/administrative positions**, prior to posting, **the search committee chair must have received the in-person search training** within the last three years provided through Faculty Affairs and Equity. All search committee members are strongly encouraged to complete search training. Direct inquiries to Angela Bachman (angela.bachman@ndsu.edu).
11. **Affirmative Action Program.** The Equity Office is responsible for maintaining an Affirmative Action Program (AAP) for the campus. This plan includes information on job group analysis, identification of employee recruitment and advancement problem areas, and placement goals. For more information about AAP or to schedule a viewing of the plan, please contact the Equity Office at 701-231-7708 or ndsu.eoaa@ndsu.edu.
12. **National Science Foundation (NSF) harassment reporting requirements.** **NDSU is required to notify NSF if any funded researcher** has been investigated for sexual or other forms of harassment and **found to have violated** related policies of NDSU. If an individual was placed on administrative leave or other action was taken through a complaint process, NSF is also to be notified. **This notification requirement applies to new NSF awards and funding amendments to existing awards since October 21, 2018.** Full term and conditions can be viewed at [Federal Register Notice](#). A fact sheet from NSF is at https://nsf.gov/news/news_summ.jsp?cntn_id=296671. NSF encourages anyone with a harassment complaint involving an NSF-funded researcher to report the incident to their home institution and visit [NSF's sexual harassment webpage](#). Individuals can also submit harassment complaints directly to the NSF Office of Diversity and Inclusion at programcomplaints@nsf.gov.
13. **President's Council for Diversity, Inclusion, and Respect.** This year the President elevated the Inclusion Committee to a President's Council. The Council is composed of faculty, staff, and students, and advises and guides institutional efforts to create a welcoming and inclusive environment for all students, staff, and faculty. Drs. Gregory Lardy (gregory.lardy@ndsu.edu) and Canan Bilen-Green (canan.bilen.green@ndsu.edu) serve as co-chairs. **If you are interested in serving on the Council, please contact** Julie Nash (julie.nash@ndsu.edu). For more information on the work of the Council, please visit: <https://www.ndsu.edu/inclusioncouncil/>.
14. **New Title IX Regulations.** NDSU updated nine existing policies and created one new policy pursuant to Title IX regulatory changes mandated by the Department of Education and [NDUS policy SBHE 520](#). Full term and conditions can be viewed at [Federal Register Notice](#). [These mandated changes incorporate how Title IX is now defined and the procedures by which Title IX allegations are reviewed and investigated. The NDSU policy updates can be found here 151, 156.1, 162, 183, 220, 230, 231, 350.3, 350.4, 601.](#)

Please contact me if you have any questions, comments, or concerns related to equity and non-discrimination at NDSU.

Sincerely,

Dr. Canan Bilen-Green

Title IX/ADA Coordinator

Vice Provost, Faculty Affairs and Equity

NDSU's Equal Opportunity, Discrimination, Harassment, Retaliation, and Sexual Misconduct Policies:

100 - Equal Opportunity and Non-Discrimination Policy

100.1 - Non-Discrimination on the Basis of Disabilities and Reasonable Accommodation

100.2 - Use of Service and Assistance Animals

103 - Equal Opportunity/Affirmative Action Policy on the Announcement of Position Openings

156 - Discrimination, Harassment, and Retaliation Complaint Procedures

156.1 – Title IX Complaint Procedures

162 - Sexual and Gender-Based Harassment, Sexual Misconduct

162.1 - Consensual Relationships

168 - Reasonable Accommodation on the Basis of Disability - Guidelines for Employee Requests

601 - Code of Student Conduct

606 - Guidelines for Student Requests for Reasonable Accommodation

606.1 - Course Substitution

606.2 - Confidentiality of Documentation

606.3 - Reduced Course Load

Dr. Canan Bilen-Green

Vice Provost | Faculty Affairs and Equity

Professor, Title IX/ADA Coordinator

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Scheduling questions: Ann.Fredrickson@ndsu.edu, 701.231.8453

Calendly scheduling: <https://calendly.com/cananbilengreen>

Zoom instant meeting space: <https://ndsu.zoom.us/j/9190568776>

Pronouns: she, her, hers