**Campus Policing Policy Regarding Bias and Bias-Based Reports**

**Values statement:**

The mission of [name of College or University] Police Department is to protect public safety, provide quality service, and facilitate a safe and welcoming educational environment for all students, faculty, staff and visitors to the campus. In accordance with the mission of the [college/university] and the law enforcement officer code of ethics, campus police are expected to treat all whom they are sworn to serve with courtesy, professionalism, dignity, and respect while providing the highest quality of service in their daily interactions with members of the [college/university] community and the broader community. Campus police have an obligation to the [college/university] community and the broader community they serve to respond to calls for service in an unbiased and equitable manner. Positive and safe outcomes are desired for both the [college/university] police and all members of the university community. These outcomes can only be achieved through the thoughtful and deliberate strategy outlined in this document.

This document establishes policies and reporting procedures regarding the dispatching of officers and the officers’ subsequent response to requests for services from community members. Its purpose is to guide employee decision-making regarding when and how to dispatch officers to respond to a call for service, how to properly inform the officer of any potential concerns regarding a bias-based call when they are dispatched, how officers conduct themselves when engaging with subjects, and how officers respond to bias-based calls.

Campus police are expected to exercise sound judgment and critical decision making when responding to all calls for service, but especially those that may be the result of a bias-based report. Understanding the fluidity of situations and circumstances they may be facing as an incident occurs, campus police should remain aware that the subject of the call may be experiencing anger and fright as a result of a police presence initiated by a bias-based report. These are key factors in safeguarding the community’s trust and maintaining legitimacy with the community.

Understanding that no policy can predict every situation, the type of techniques and tactics outlined here should not increase risk to employees or another person and will vary depending upon the circumstance. Each incident is unique and should be treated with careful thought and consideration.

**Purpose Statement:**

* Set bias-related training requirements and expectations for dispatch staff and campus police officers.
* Provide guidance to staff regarding calls for service that appear to be based on an individual’s perceived race, ethnicity, immigration status, or other personal characteristics and appearance.
* Support just, fair, and unbiased interactions with members of the community.
* Ensure that all enforcement actions are based on reasonable suspicion or probable cause as supported by articulable facts, circumstances, and conclusions.
* Establish reporting and follow-up requirements in every instance when a call for service appears to be bias-based.
* Position police department staff to comply through training, supervision, feedback, and dissemination of this policy and procedure.

**Operational Policies:**

*Section 1: Police Officers*

1. Training
   1. All campus police officers shall receive in-person, interactive training on bias-free policing, including implicit and explicit bias training, upon hiring and during the initial onboarding process.
      1. All campus police officers shall participate in brief monthly refresher trainings.
      2. All campus police officers shall participate in an overview of their initial trainings every three months.
      3. All campus police officers shall participate in an in-depth refresher training one year after their initial training.
      4. Bias and diversity training should be incorporated into existing training sessions, especially for senior-level campus police employees including field training officers.
   2. On at least an annual basis, campus police officers shall engage in community-immersion sessions with students on campus, for the purpose of fostering officer understanding of student concerns and to build trust and legitimacy between the campus police and the student body. In planning these sessions, the department shall take special care to ensure that its officers hear from a diverse cross-section of the student body.
2. Service
   1. Campus police officers’ roles on campus shall be affirmatively stated and clearly articulated.
      1. The role campus police play in providing a safe and secure environment shall emulate the mission statement and values of the college or university.
   2. Campus police shall be advised and directed that they not only have a duty to protect students’ physical safety but also the emotional and psychological safety of students.
      1. Campus police should remain cognizant of how police intervention can have an emotional and psychological impact on students, and particularly students who are from historically underrepresented groups.
   3. Campus police shall be informed that they hold a higher-level responsibility to work with the college or university administration and student body to cultivate a culture on campus that is safe for all students.
      1. There shall be explicitly stated expectations and requirements for campus police to conduct themselves in a way that does not further societal bias or disparities as they relate to race, gender, sexual orientation, immigration status, or religion in accordance bias-free policing.
   4. Bias-free policing
      1. As required by law, all enforcement actions, such as investigation, detentions, traffic stops, arrests, searches and seizures, etc. shall be based on reasonable suspicion or probable cause as supported by articulable facts, circumstances, and conclusions.
      2. A person’s race or ethnicity is never a relevant factor in determining whether there is probable cause or reasonable suspicion that a crime has been or is being committed.
      3. Police officers may take into account reported race, ethnicity or other personal characteristics only when based on credible, reliable, locally relevant, temporally specific information that links a person of specific description to a particular criminal incident or incidents and is combined with other identifying information.
      4. Following any officer enforcement action, including any stop, the officer shall complete an incident report clearly identifying the basis for the action including the specific articulable facts and circumstances providing reasonable suspicion or probable cause.
3. Intervention
   1. Campus police officers have a duty to hold their colleagues to a high standard of conduct.
      1. An officer who witnesses or is aware of an instance or instances of biased policing shall report the incident to a supervisor.
      2. An officer shall intervene at the time the biased policing incident occurs, unless intervention at that time would create a danger to officers or members of the public.
4. Responding to bias-based reports
   1. Particularly when responding to reports that could potentially be bias-based, officers shall exercise independent judgment and investigate whether the caller’s understanding of the situation was accurate.
   2. If any campus police officer responds to a call for service that, based on further investigation, appears to be based on an individual’s perceived race, ethnicity, immigration status, or other personal characteristics and appearance, they shall file a formal report with their supervisor explicitly stating that it appeared to be a bias-based call.

*Section 2: Dispatchers*

1. Training
   1. All campus police department dispatchers shall receive in-person, interactive training on bias-free policing, including implicit and explicit bias training, upon hiring during the initial onboarding process.
      1. All campus police dispatchers shall participate in brief monthly refresher trainings.
      2. All campus police dispatchers shall participate in an overview of their initial trainings every three months.
      3. All campus police dispatchers shall participate in an in-depth refresher training one year after their initial training.
2. Responding to bias-based reports
   1. If any campus police dispatcher receives a call for service that appears to be based on an individual’s perceived race, ethnicity, immigration status, or other personal characteristics and appearance, the dispatcher will attempt to ascertain if there are other circumstances or facts that would constitute reasonable suspicion or probable cause consistent with the standards for bias-free policing outlined in section 1, subsection B.4.
      1. The dispatcher shall attempt to collect sufficient information to identify whether a crime has been or is being committed, including asking follow-up questions when “suspicious” behavior is reported. Appropriate follow-up questions in this circumstance include but are not limited to: “Can you describe the behavior?” and “What about it is suspicious?”
         1. If, after further questioning, the caller offers no further information that provides objective, factual information indicating that a crime has been or is being committed and the dispatcher and caller agree that there is, in fact, no immediate need for a law enforcement presence or inquiry into the situation, the caller will: (1) be advised to call later if something else occurs; (2) be provided with examples of scenarios that constitute suspicious behavior; (3) be informed that a shift supervisor will be in contact at the first opportunity.
         2. If, after further questioning, the caller continues to request that a police officer respond to their call or disconnects the call without explanation, the dispatcher shall direct an officer to respond while ensuring that the responding officer understands any relevant context:
            1. The dispatcher shall communicate any concerns that the call is potentially bias-based.
            2. The dispatcher shall communicate any historical information the dispatcher is able to access regarding any previous calls for service made by the caller.
            3. The dispatcher shall communicate any additional information that the dispatcher believes would be helpful to the officer.
         3. If requested by the dispatcher or the responding officer, shift supervisors shall evaluate and follow-up on these calls.
            1. When returning calls, the shift supervisor shall attempt to familiarize the caller with the Department’s Bias-Free Policing Policy.
            2. Shift supervisors shall inform callers of the negative impact bias-based calls have not only on the campus police department but also on the [college’s/university’s] community members.
            3. If the shift supervisor concludes that a bias-based call represented an intentional abuse of law enforcement resources, they are encouraged to make appropriate referrals to the college or university administration.

If a student makes a bias-based call, they may be referred for campus disciplinary processes.

If a college or university employee makes a bias-based call, they may be referred for employment disciplinary processes.