

Harford Community College
Plan for a Program of Cultural Diversity
2017-2020

Harford Community College (HCC) is a two-year college that believes in providing an open and inclusive environment to all students and employees. Harford Community College expects to sustain an atmosphere where individuals and groups can maintain a sense of cultural identity while supporting a strong, integrated campus community. For purposes of this plan, cultural diversity means the inclusion of those racial and ethnic groups and individuals that are or have been underrepresented in higher education. (Article 11-406)

Harford Community College has a long standing commitment to diversity. Diversity has been an HCC value at the institutional level as included in the College's Mission Statement and Strategic Plans and it is included as a factor on employee performance reviews.

To further advance the College's commitment to cultural diversity, in October 2012, the Vice President for Academic Affairs and the Vice President for Student Affairs and Institutional Effectiveness established a *Cultural Diversity Committee*, with the following purposes:

1. Review and update the College's Plan for a Program of Cultural Diversity, as required by MHEC;
2. Assess the College's progress toward achieving the goals and implementing the plan;
3. Complete required annual reporting by stated due dates for Board of Trustees approval (MHEC progress report);
4. Identify those programs/services/activities that can have the greatest possible impacts on campus cultural diversity and recommend how our resources might best be utilized and coordinated to fulfill the campus cultural diversity plan;
5. Identify barriers to achieving greater success in fulfilling the cultural diversity plan and provide recommendations on how the College can overcome those barriers;
6. Assist in the preparation of funding requests to support cultural diversity activities;
7. Work with governance committees/councils, departments and offices on promulgating positive cultural diversity practices;
8. Serve as a clearinghouse and communications center for activities relating to cultural diversity on- and off-campus.

In March, 2013, the Board of Trustees approved a new Strategic Plan for Harford Community College. The 2013-2017 Strategic Plan's components that tie directly to Cultural Diversity include:

(Mission) Harford Community College provides accessible, innovative learner-centered educational opportunities. As an open-access institution, the College promotes graduation, transfer, individual goal attainment, and career and workforce development. The College fosters lifelong learning, global awareness, and social and cultural enrichment

(Value) We embrace differences, respect intellectual and academic freedom, promote critical discourse, and encourage socio-cultural and global awareness.

(Strategy 1) Eradicate attainment gaps based on income, race, gender and ethnicity. (Recognizing the need for more students to achieve their goals, the College will pursue excellence in teaching, learning and assessment.-Goal 1)

(Strategy 2) Recruit and retain highly qualified, diverse employees. (Understanding that the environment and the demands on higher education are changing rapidly, the College will develop resources and infrastructure required to meet future challenges.-Goal 3)

In keeping with the Strategic Plan, previous Plans for Cultural Diversity, and current demographics, the Cultural Diversity Committee proposes the following two goals and strategies; while there is no specific goal with respect to recruiting and retaining highly qualified, diverse employees, the Cultural Diversity Committee strongly supports this, will remain updated on progress in this area, and will add a strategy to address this as needed.

GOAL: Increase campus dialogue on and engagement in critical cultural diversity issues, with an emphasis on deliberate civility reflective of Harford Community College Values.

Strategies	Target Groups
Offer regular professional development for faculty and staff in critical areas to include Safe Zone training (all employees should have basic training), culturally responsive instructional methods, closing achievement gap, and in critical emerging diversity issues. Maintain the Cultural Diversity Think Tank for their recommendation of emerging issues.	Campus employees
Increase opportunities for dialogue on critical cultural diversity issues through a variety of programming. Encourage and support discussion on current topics pertaining to cultural diversity.. Continue to offer rich co-curricular opportunities that enrich the cultural diversity of our campus, but improve the coordination and communication of these events between those offering the events and Academic Affairs Division.	Employees, students
Embed diversity in curriculum to help students to think globally, reinforcing the importance of factual information. Work with the Accessibility Committee to be proactive in establishing Universal Design for Learning.	Faculty, students
Define and support mechanisms for augmenting student engagement in issues of diversity.	Students

GOAL: Employ a variety of assessment methods to understand the campus cultural diversity climate.

Strategies	Target Group
Employ a follow-up campus wide survey to understand the campus climate; compare to results of the previous survey	Employees, Students
Add cultural diversity climate questions to the graduation exit survey	Students
Establish a process for capturing and responding to information on campus cultural diversity climate incidents	

Campus Process for Reporting of Hate-Based Crimes

STANDARD OPERATING PROCEDURE

Hate Crime Investigations *for Racial, Religious, Ethnic, Gender, Sexual Orientation, and Disability-Related Incidences*

Updated July 8, 2016

I. Policy

It is the policy of the Department of Public Safety to promptly and fully investigate all reported incidents of hate crimes that occur on property owned or controlled by Harford Community College. Recognizing the potential trauma associated with hate crimes, members of the Department of Public Safety will take special care to assist the victims.

II. Directives

34 CFR 668.46, promulgated under the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act and amended by Section 488(e) of the Higher Education Opportunity Act.

III. Definitions

A hate crime is broadly defined as crime for which evidence exists that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.¹

Before an incident can be classified as a hate crime under Clery reporting, sufficient objective facts and circumstances must be present to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by the perpetrator's bias. These crimes include any crime which the victim is intentionally selected because of any of the above designations. These crimes can also include larceny-theft, common assault, intimidation, and destruction, damage or vandalism of property and other crimes involving bodily injury.

IV. Procedures

In order to complete a thorough investigation into an alleged hate crime while remaining sensitive to the needs of the victim, the following procedures will be followed by members of Public Safety staff.

- A. Respond in a sensitive manner to the feelings and needs of victim(s), and commence the preliminary interview with the victim in private.

¹ 34 CFR 668.46 (c)(3)

- B. Promptly secure the area to preserve the crime scene and all available evidence.
- C. Contact the Director of Public Safety.
- D. If needed, contact 911 to request investigative assistance and crime scene processing by the assigned police agency.
- E. Photograph the scene.
- F. Gather all available pertinent information and witness statements.
- G. Follow all applicable directives from the Director of Public Safety.
- H. Prepare a complete, clear, concise, and accurate report and ensure that it is forwarded to Director of Public Safety as soon as practically possible.
- I. Post-Incident: Conduct a follow-up inquiry as appropriate and prepare a supplement report containing any additional facts.
- J. The Director of Public Safety will ensure that copies of reports are promptly forwarded to appropriate members of administration to include AVP for Student Development, and VP of Finance and Operations.

The Director of Public Safety will work in concert with college administration, the investigating police agency, and the State's Attorney's Office to facilitate the prosecution of all criminal suspects related to the hate crime.