

To: Faculty, Staff, & Students
From: Jesse Lytle & Mitch Wein, co-chairs, Operations Planning Group
Date: March 15, 2021
RE: Report on Health & Safety Tip Form Data and Bias Concerns

Overview

At the start of the Fall 2020 semester, the College created the [Health & Safety Tip Form](#) for students, faculty, and staff to share suggestions, questions, and concerns related to the implementation of Haverford's "Be Safe" COVID protocols. In response to concerns raised during the strike for racial equity, the Operations Planning Group (OPG) reviewed data related to the Tip Form with a specific interest in understanding possible bias in monitoring and response systems around student health and safety. This report summarizes that review.

Fall Reporting and Response Data

During the Fall 2020 semester, the Health & Safety Tip Form received 213 submissions:

- *Identity of reporter*
 - 171 were submitted anonymously
 - 48 included the name of the reporting party
 - Based on content, we estimate but cannot verify (due to anonymity) that a majority of those were submitted by Haverford students.
- *Institutional responses*
 - 144 were responded to by a member of the Dean's Office
 - 66 lacked sufficient information to generate appropriate follow-up
 - 3 that originated from non-Haverford community members were responded to by Campus Safety

Each of the 213 submissions was reviewed within 24 hours of submission by members of the Dean's Office and addressed as details permitted. Dean's Office staff, along with Campus Safety and members of OPG, discussed any patterns or trends emerging from the submissions over the course of the semester, and used that information as needed to further clarify policy details, communicate important information, or focus specific attention further. For example, submissions to the Tip Form helped identify contractors working on campus who were not following masking protocols and whose campus access was therefore suspended. These reports also helped the College communicate expectations with contractors more forcefully in the future.

Data Analysis

Tip Form submissions were categorized to allow for transparent reporting and analysis. The data and categories are summarized in Table 1 below. Submissions were also categorized by

any specific locations mentioned in individual reports; Table 2 includes those details. Fewer than 30% of reports included mention of individuals' names, residential groups, or other identifying information. We analyzed that information (in the context of the narrative text submitted with each report), along with voluntarily disclosed race and ethnicity identifications from students, faculty, and staff. These limited data showed no overrepresentation of any identity, nor did any specific residential location arise more frequently than any other, relative to the sizes of the various residence halls. Certain locations have higher totals of reports due to specific issues in those locations, which were subsequently addressed. These available data do not suggest a pattern of bias, either in the gross numbers of submissions filed or the College's response to those reports.

Campus Safety Calls

Calls to Campus Safety at 610-896-1111 are distinct from the Tip Form and not part of the above analysis. When a call is received, Campus Safety dispatch officers do not always receive meaningful information about the caller, and the report itself might be incomplete. The officer who arrives at the scene might or might not encounter the original source of the concern. Beginning in the Spring 2021 semester, any call that generates an incident report from Campus Safety will be summarized and shared on [Campus Safety's website](#). Campus Safety and OPG will track this information and review it for patterns of bias or other concerns.

Next Steps

While our Tip Form data analysis did not reveal patterns of bias, students' initiating concerns are rooted in the lived experiences of community members. OPG, the Dean's Office, and Campus Safety take these concerns about bias seriously and are committed to continued improvement. Our collective experience dealing with COVID-19 has brought heightened levels of concern related to the increased community monitoring and surveillance connected to mitigating virus risk. Building trust amongst community members is even more important now, and we are dedicated to forging and strengthening relationships on campus with the help of training, outreach, and transparency—and we hope more human contact as health conditions allow.

Moving forward, data received via the [Health & Safety Tip Form](#) will be updated in real-time (and then archived after the semester) on the College's [COVID 19 Dashboard](#). As always, we encourage students, faculty, and staff to utilize the Tip Form, and we will do our best to follow up with all parties to resolve the matter. However, in case of an immediate concern and/or a health and safety emergency, all community members must call Campus Safety (610-896-1111). The Health & Safety Tip Form is not a substitute for calling Campus Safety in an emergency situation, as it is not monitored outside of regular business hours.

We sincerely appreciate the Haverford community's continued efforts to adhere to our COVID protocols and policies. Please keep sharing the tips, questions, and suggestions regarding health and safety.

Table 1: Categories	Count
Bryn Mawr Related Violation / Concern	1
Contractor Report	19
COVID Policy Misinterpretation	7
Hall Group or Suite Violation / Concern	21
Health & Safety Recommendation	49
Individual COVID Policy Violation (non-masking)	4
Individual Masking Violation	28
Nature Trail Concern	14
Off-Campus Violation	12
Party Violation	31
Question Re: COVID Policy / Testing	5
Residential Guest Policy Violation	4
Staff / Faculty Concern	17
Unwanted Visitor Report	1
Grand Total	213

Table 2: Locations	Count
Academic Building	1
Administrative Building	4
Barclay	6
Blue Bus	3
Bookstore	1
Campus Safety Vehicle	1
Classroom	3
Construction Site	5
Coop	2
Dining Center	7
Food Trucks	2
Founders Green	2
Founders Hall	1
Front Gate	4
GIAC	1
Gummere	14
HCA	12
HCA 10	1
HCA 15	1
HCA 34	1
HCA 46	1
HCA Parking Lot	1
Health Center	1
Kim	5
Leeds	1
Lloyd	3
Lunt	2
Music Building	1
Nature Trail	1
North Dorms	2
Off-Campus	10
Outside	38
Philly and Villanova	1
Residence Hall	9
Tritton	5
Tritton & Kim	3
Whitehead Campus Center	3
Grand Total	159