

## **KSOM Anti-Racism Task Force: Student Affairs Committee Report**

*Mission: To dismantle racial inequality and foster racial justice in KSOM administration, student affairs, curriculum and medical education, wellness and the community we serve.*

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### Committee Charges

- A. Evaluation of existing system for reporting mistreatment, and if necessary
  - a. Immediate implementation of a visible system for reporting and collecting student and faculty reports of racism and discrimination.
- B. Rapid acknowledgement to students addressing instances of racial violence at USC and at the local and national levels.
- C. Provide information and support for students facing physical or legal consequences as a result of protesting
- D. Immediate implementation of a visible system for reporting and collecting student and faculty reports of DPS altercations related to racism and discrimination.

### Guidelines & Recommendations

#### Charges A & B: Mistreatment Reporting & Racial Violence Statements

##### **I. Charge A**

Based on our evaluation of the reporting system that currently exists we surmised that the system itself does not necessarily need intrinsic changes. Some organizational and clarifying changes that will improve students' experience and the overall transparency of the system. Upon consulting with Dr. Llobrera at the Office of Diversity and Inclusion, we focused our suggestions to the reports contained mostly to the Keck School of Medicine. Once a report is turned over to the USC Office of Equity, Equal Opportunity, and Title X, it is entirely handled by that office and other parties outside the scope of the school are involved.

- 1. Firstly, there are two online forms on the Professional Behavior and Mistreatment Policy page ([http://medweb.usc.edu/policies/mistreatment\\_and\\_professional\\_behavior.html](http://medweb.usc.edu/policies/mistreatment_and_professional_behavior.html)): the Keck Professionalism Program (<https://srm.rldatix.com/landing/USCH/>) and the anonymous report (<https://mymedweb.usc.edu/source/mistreatment.asp>). There is no clear information on the site differentiating the different two forms and the different outcomes of using these two forms. To prevent future confusion, we suggest that the difference between the two forms, as well as the situations that they should both be used for, be included on the web page to prevent student confusion and mishandling of reports.
- 2. We also suggest uploading a visual flow chart of how reports are processed on the Professional Behavior and Mistreatment Policy page, as we think that it would be greatly

helpful in clarifying the rather confusing process. In being able to understand how things are processed we feel will help increase the transparency and trust students are able to have in the administration's handling of reports.

3. Our suggestions concerning the web page or mistreatment forum will be focused on the KSOM Lapse of Professional Behavior Report form <https://mymedweb.usc.edu/source/mistreatment.asp>
  - a. We suggest building into the mistreatment form an ID & pin system, similar to the admissions portal that would allow for people (especially those who make anonymous reports) to be able to create an anonymous ID and pin number so that even without providing contact information they are still able to log back in and check the status of the report. We suggest that as the report goes through the various channels that it is updated to the system and when the resolution is found that that is also updated to the system. Therefore, the reporter is able to keep track of the report and monitor any resolution. We feel that apart from making the system more transparent and convenient for reporters, implementing a pin system adds a layer of privacy for the reporter without having to sacrifice their ability to be informed about the case.
  - b. Based on our investigation of the different reporting systems and also on the workflows in avenues the different reports are processed through, we suggest adding a drop down menu onto the web page to let people differentiate the kinds of reports that they are making. Reports on harassment based on race, sex, and other things go through different avenues and often have different parties involved in different timelines. To be able to give people a better estimate of how long it will take for their cases to be resolved, the parties that will be involved, and what to expect, we feel that the reporter should be able to make that distinction when reporting their cases to better streamline down the information that they are given.
  - c. We lastly recommend that the mistreatment reporting system (flow chart, timeline, categories, etc.) be disseminated to students in an email at the beginning of every school year to enhance transparency and limit misunderstanding regarding the process.

**I. Charge B**

- A. There are already established workflows in place for administrations releasing statements. However, based on the preliminary responses we received while attempting to ascertain what to suggest to the administration, we concluded that it's best to survey members of the community at large for what they would want to see from the administration in terms of statements.
  1. Survey items would include: how often they would want to statements, where they would want the statements to come from, how quickly they would want to respond to something or alternatives to having regular statements to addressing these issues

2. When it comes to surveying the various members of the community we felt that other bodies possibly like the IDEA chairs and student government members of class council maybe better suited to gauge these feelings and we are prepared to work with them towards implementing a survey in getting and gathering information that we can then present to the administration based on what we find

### Charge C: Protest Support & Resources for Students

#### **I. Introduction**

The following document represents a collection of resources and principles that have been developed by the Student Affairs Committee of the KSOM Anti-Racism Task Force. The suggestions and guidelines provided herein are intended to aid medical students at KSOM in considering how to safely engage in and support student advocacy to address systemic racism and promote diversity, equity, and inclusion. The blueprint for this document has been derived from the Association of American Medical Colleges (AAMC) "Guiding Principles for Civic Advocacy by Medical Students and Prospective Applications". All content reflects the views of the Student Affairs Committee of the KSOM Anti-Racism Task Force.

#### **II. Protesting safely**

- A. Notify a family member, significant other, or close friend when you are planning on protesting, providing as many details as possible.
  1. Describe the exact location/path of where you are planning on protesting
  2. Indicate when you plan to leave and when you plan to return
  3. If possible, use applications such as "Find My Friends" or temporarily share your location with your loved ones until you return home safely.
- B. Remember to follow important public health guidelines related to the COVID-19 pandemic.
  1. Practice social distancing (stay 6 feet apart whenever possible)
  2. Get tested for COVID-19 prior to protesting
  3. Wash hands frequently and utilize hand sanitizer
  4. If travelling to a new location for a protest, become aware of local + state guidelines on self-isolation and quarantine requirements
  5. Stay home and do not attend the protest if you have:
    - a) Been experiencing symptoms concerning for COVID-19 such as cough, fever, and shortness of breath.
    - b) Concerns regarding a potential exposure to someone with COVID-19.
    - c) Recently tested positive for COVID-19
- C. Bring a backpack to carry essential items such as:
  1. Face masks (bring backups!)
  2. Plenty of water
  3. Hand sanitizer
  4. ID and emergency contact information

5. Money for a pay-phone, food, or transportation home
  6. Goggles
    - a) For protection against projectiles such as rubber bullets, we recommend construction-grade plastic polycarbonate shatter-proof goggles
    - b) For protection against tear gas and pepper spray, we recommend “onion goggles” or “swim goggles” that create a tight seal. However, these are less effective against projectiles.
    - c) Do not wear contacts, as the effects of tear gas and pepper spray can be prolonged through absorption into the contact lens.
    - d) Go to an ER as soon as possible if you believe that you have either chemical or foreign matter trapped in your eyes.
- D. Understand your rights as a protester
1. Freedom of Expression: You have the right to carry your opinions to the streets as a protester
  2. Freedom of Assembly: Law enforcement does not have the right to restrict a peaceful public assembly
  3. Freedom from Excessive Use of Force: Law enforcement must avoid the use of force when policing non-violent protests.
  4. Right to Medical Assistance: You have the right to immediate medical assistance if you are injured while protesting
  5. Freedom from Arbitrary Arrest and Detention: If arrested by a law enforcement officer, you have the right to be told the reason for your arrest, as well as the right to access a lawyer and contact your family.
  6. Right to Complain: If you are arrested and feel that your rights have been violated, you have a right to file a complaint and request information on how to do so

### III. Connecting with other students interested in protesting

- A. Collaboration with social impact SIGs
1. SIGs interested in being included in a list for social activism will have the option to “opt in” based on their mission statement and goals
  2. Listserv will be maintained by ARTF representative and email contacts will be accessible to KSOM student community via university Onedrive
  3. Listserv will be periodically reviewed and updated as needed on a rolling basis by ARTF representative
  4. Students and SIGs should be encouraged to avoid prominently displaying Keck USC logo or memorabilia while engaged in protesting activities
- B. Collaboration with other students
1. Students interested in organizing peaceful protests will be allowed to access the class listservs to send an informational email and follow-up reminder, pending approval of messaging by administration

2. Students may be provided with space to meet with interested students and organize protest-related activities in either the KAM or the BMT building subject to availability and administrative approval

- IV. Legal and physical protection from protesting
  - A. Benefits
  - B. Risks

Charge D: Reporting System for Mistreatment by DPS

- I. After recent communication with the DPS Community Advisory Board to assess its scope, composition and aims, we propose that we collaborate with them in the future after they complete their student experience interviews and gather more data.
- II. However, considering that the Health Science Campus is distinct from University Park Campus in both location, composition and surrounding community, we believe that it is appropriate to establish a DPS-HSC Council. This council would consist of graduate students from various programs at the Health Science Campus, faculty, and members of the neighboring community to get a more representative view of experiences with DPS.
- III. We'd like to make students aware of and encourage them to utilize the DPS Feedback Form (<https://dps.usc.edu/contact/dps-feedback/>) and Anonymous Employee Complaint Forms (<https://dps.usc.edu/feedback/anonymous-employee-complaint-form/>)