

BOARD OF GOVERNORS
April 30, 2024
Jorgenson Hall – JOR 1410
380 Victoria Street
1:00 p.m. to 3:00 p.m.

Livestream link: <https://youtube.com/live/6NaJagVKRU0?feature=share>

Time	Item	Presenter(s)	Action
1:00	1. IN-CAMERA DISCUSSION (Board Members Only)	Tony Staffieri	Information
1:15	2. IN-CAMERA DISCUSSION (Executive Group Invited)		Information
END OF IN-CAMERA SESSION			
2:00	3. INTRODUCTION	Tony Staffieri	
	3.1 Welcome		
	3.1.1 Land Acknowledgement		
	3.1.2 Chair's Remarks		
	3.2 CONSENT AGENDA	Tony Staffieri	
	3.2.1 Approval of the April 30, 2024 Agenda		Approval
	3.2.2 Declaration of Conflicts of Interest		Information
	3.2.3 Approval of the March 26, 2024 Minutes		Approval
4.	REPORT FROM THE PRESIDENT	Mohamed Lachemi	Information
5.	REPORT FROM THE SECRETARY	Wendy Lawrence	Information
6.	REPORT FROM THE PROVOST AND VICE-PRESIDENT ACADEMIC	Roberta Iannacito-Provenzano	Information
7.	DISCUSSION ITEMS		
7.1	REPORT FROM THE CHAIR OF THE FINANCE	David Porter	

COMMITTEE

7.1.1	2024-25 University Budget Priorities and Expenditures	Mohamed Lachemi Kimberley McCausland Roberta Iannacito-Provenzano Joanne McKee	Approval
7.2	SEXUAL VIOLENCE POLICY REVIEW	Tanya De Mello Roberta Iannacito-Provenzano Saeed Zolfaghari	Approval
7.3	REPORT FROM THE VICE PRESIDENT, EQUITY AND COMMUNITY INCLUSION	Tanya De Mello	Information
7.4	REPORT FROM THE CHAIR OF THE GOVERNANCE COMMITTEE	Catherine Paisley	
7.4.1	Appointment to the Property Committee	Wendy Lawrence	Approval
7.4.2	Appointment to the Property Committee	Wendy Lawrence	Approval
7.5	REPORT FROM THE CHAIR OF THE EMPLOYEE RELATIONS AND PENSIONS COMMITTEE	David Porter	Information
7.5.1	Statement of Investment Policies and Procedures Amendments	Jan Neiman	Approval
8.	FOR INFORMATION		
3:00 9.	ADJOURNMENT		
	NEXT MEETING: June 27, 2024		

MISSION STATEMENT

The special mission of Toronto Metropolitan University is the advancement of applied knowledge and research to address societal need, and the provision of programs of study that provide a balance between theory and application and that prepare students for careers in professional and quasi-professional fields.

As a leading centre for applied education, Toronto Metropolitan University is recognized for the excellence of its teaching, the relevance of its curriculum, the success of its students in achieving their academic and career objectives, the quality of its scholarship, research and creative activity, and its commitment to accessibility, lifelong learning, and involvement in the broader community.

By-Law No. 1 Being the General By-Laws of Toronto Metropolitan University

ARTICLE 9

CONFIDENTIALITY AT BOARD MEETINGS HELD IN CAMERA

“Attendees are reminded that discussions entered into and the decisions made during this *in camera* session are carried out in confidence and are not to be repeated or discussed outside the room in which the Board is meeting except with others who are in attendance at this *in camera* session and who agree to abide by these conditions or as otherwise provided in these conditions.

Any written material provided for this *in camera* session will be retained in confidence afterwards, or at my discretion be required to be returned to the Secretary at the end of the meeting.

Decisions reached during this *in camera* session which are to be announced after the meeting will be made public by the Chair or such other individual as is designated by the Chair, by official announcement or press release only and such publication does not free members of the obligation to hold in confidence the discussions which took place in this *in camera* session or the material involved.

Any person present who does not agree to abide by these conditions is asked to leave the meeting room at this time. The continued presence of a member or others in the room during the discussion at this *in camera* session shall indicate acceptance of these conditions.”

CONGRATULATIONS

Farrokh Janabi-Sharifi, professor of mechatronics engineering, has received \$2.1 million from the Innovation Fund run by the Canada Foundation for Innovation (CFI) as leader of the project CANARI-ARM: Canadian Advanced Research Infrastructure for Aerial Robotic Manipulation. CANARI-ARM is a multidisciplinary collaboration between teams of researchers from TMU and six other postsecondary institutions in Ontario, Nova Scotia, and Saskatchewan. Together, they will build one of the widest arrays of advanced robotic vehicular manipulation platforms ever proposed for research purposes. The researchers will study unmanned aerial manipulators and work to develop patentable techniques, new products, licensable software, and proof-of-concept deployments for key application areas of marine operations, precision agriculture, and inspection and maintenance.

Richard Lachman and *Ali Mazalek*, professors at the RTA School of Media, have received nearly \$1.8 million from the CFI's Innovation Fund for the project Critical Metaverse Design Network for Embodied and Virtual Experiences. The project brings together ten researchers across TMU, working in the fields of disability studies, early childhood studies, engineering, interior design, neuroscience, and theatre and performance studies. Together, they will investigate how extended reality technologies that do not ignore our physical selves can generate new social formations and ways of interacting with one another. The research will foreground collaborations with communities that are underrepresented in technology-shaping conversations.

Twenty TMU researchers from across disciplines have received grants from the Social Sciences and Humanities Research Council of Canada in the latest round of funding. Of these, 13 have received Insight Development Grants, which support early-stage, short-term research; six have received Partnership Engage Grants, which address stakeholders' specific needs; and one has received a grant through the Knowledge Synthesis program, which supports projects that synthesize existing knowledge, use evidence in decision-making, and identify knowledge gaps.

PARTNERSHIPS

CYBERSECURITY IN MALAYSIA – Rogers Cybersecure Catalyst (RCC) has announced a partnership with BlackBerry to offer the RCC's Certifications for Leadership in Cybersecurity (CLIC) program in Malaysia at the new BlackBerry Cybersecurity Center of Excellence in Kuala Lumpur. Developed with the U.S.-based SANS Institute, the global leader in cyber training, CLIC is a six-month training and certification program whose graduates earn globally recognized SANS GIAC (Global Information Assurance) certifications. The program will start in May 2024; participants will also have access to the RCC's training and testing platform Catalyst Cyber Range, mentorship from cyber experts, and training in wider related skill sets. At the Centre's opening ceremony on March 26, the Malaysian prime minister, Anwar Ibrahim, spoke of the

program's role in addressing Malaysia's shortfall of 12,000 cybersecurity professionals and called it "a capacity-building hub for the wider Southeast Asian region." To help close the gender gap in the Malaysian cyber industry, RCC and the SANS Institute are providing three full CLIC scholarships to qualified Malaysian women candidates.

EVENTS & INITIATIVES

MEN'S HOCKEY CHAMPIONSHIP – From March 14 to 17, TMU hosted the U Sports University Cup national championship in men's hockey at the Mattamy Athletic Centre (MAC). The Bold placed fourth in Canada after defeating Calgary in their quarter-final game in front of 1,281 fans and then falling to the eventual champions, the University of New Brunswick Reds. The tournament marked the first time in 27 years that the men's finals was held in Toronto—following the 1997 tournament, which was played at Maple Leaf Gardens, the MAC's earlier incarnation. Previously, on March 9, the MAC played host to the OUA championship match, the Queen's Cup final, at which the Bold fought valiantly but suffered a heartbreaking loss in double overtime to now three-time champions Université du Québec à Trois-Rivières. The French- and English-language broadcasts of the event were produced by students from the RTA School of Media's Sports Broadcasting program and shown on TVA Sports (TV) and on CBC Sports and Radio-Canada Sports digital platforms. The event attracted nearly 10% more online viewers than any previous U Sports men's hockey championship.

MARC MILLER AT THE DEMOCRACY FORUM – On March 22, Marc Miller, federal minister of immigration, refugees and citizenship, was the featured guest at the Democracy Forum's online event "Canada's Rebalancing Act." Miller was interviewed by co-hosts Martin Regg Cohn, senior fellow at The Dais, and Anna Triandafyllidou, Canada Excellence Research Chair in Migration and Integration. Miller discussed issues such as Canada's recently announced "soft cap" on temporary resident arrivals, the new limits on international student visas and their impact on universities and colleges, the geopolitical complexities affecting Canada's efforts to bring in refugees from various countries, and the challenges of coordinating between municipal, provincial, and federal government in helping refugees to find shelter and settle in Canada.

SCHOOL OF MEDICINE DESIGN – On April 2, TMU announced that Diamond Schmitt Architects will be the primary consultants to design and plan the School of Medicine (SoM) in Brampton. The veteran firm, winner of seven Governor General's Awards for Architecture, has been engaged to transform the former Bramalea Civic Centre into a state-of-the-art home for students and a primary care clinic. Diamond Schmitt has brought in Indigenous-owned design firm Two Row Architects as design consultants, and the SoM will be the first building to make use of TMU's Indigenous Design Guidelines, which were developed in consultation with Indigenous community members. The project will also be designed to LEED standard. As a repurposing of an existing building, it will reduce the construction footprint and minimize energy and greenhouse gas emissions; it will also integrate renewable energy sources. Among the building's features will be active learning classrooms, lab and study spaces to support experiential learning and various modes of pedagogy, a four-storey atrium, and a communal kitchen with a student-run internal herb garden.

from the President's Calendar

March 11, 2024: I met online with retired chief justice of Nova Scotia J. Michael MacDonald, who updated me on the review he is undertaking for the Lincoln Alexander School of Law.

March 12, 2024: Vice-President, University Advancement and Alumni Relations Krishan Mehta and I met with Don Johnson, board member at the University Health Network and former vice-chairman of BMO Nesbitt Burns, to update him on our progress with the School of Medicine (SoM).

March 14, 2024: Along with Chief of Staff and Senior Director of Government Relations Matt Baker, I welcomed Ontario Minister of Infrastructure Kinga Surma to the Centre for Urban Innovation for a tour of Urban Water TMU and a presentation on Digital Twins by professor of architecture Jenn McArthur.

March 14, 2024: I met with Pierre Ouellette, president of Université de l'Ontario français, to discuss potential collaboration between our institutions.

March 14, 2024: I met with Rob Gierkink (Business Management '86), entrepreneur-in-residence at venture capital firm General Catalyst Partners and former TMU men's hockey player, to welcome him back to campus ahead of his dropping the puck for the national quarter-final men's hockey game between the Bold and the Calgary Dinos. We discussed TMU's current projects and potential areas of collaboration.

March 15, 2024: I spoke with Graham McGregor, MPP for Brampton North, to update him on the progress of our medical school.

March 15, 2024: Matt Baker and I met online with Paul Thompson, federal deputy minister of employment and social development, to highlight TMU's initiatives related to skills training and the future of work, and to discuss areas of alignment with the federal government's priorities.

March 15, 2024: I spoke with Amarjot Sandhu, MPP for Brampton West, to update him on the progress of the SoM.

March 18, 2024: At the Daphne Cockwell School of Nursing's annual undergraduate student awards ceremony, I was pleased to deliver remarks congratulating the awards recipients on their outstanding skills and commitment to helping others.

March 19, 2024: Matt Baker and I met online with Dan Mathieson, former mayor of Stratford and special advisor, cybersecurity and municipal engagement at the RCC, who updated us on his work with the RCC.

March 20, 2024: I hosted the second virtual meeting of the search committee for TMU's next chancellor.

March 21, 2024: I participated in a video shoot with Marketing and Creative Services to celebrate the President's Awards to Champion Equity (PACE) scholarship fund's surpassing \$10 million in donations. The video appeared on [TorontoMet Today](#) on April 2.

March 21, 2024: I was pleased to give welcoming remarks at an event hosted by the Faculty of Community Services to introduce partner institutions from local health organizations and

service providers to the research program and vision for TMU's new Canada Excellence Research Chair (CERC) in Health Equity and Community Wellbeing.

March 22, 2024: In Brampton, along with SoM Executive Director Sharanjeet Kaur and Associate Director of Development, University Advancement Aarti Sethi, I met with the South Asian Community Health Taskforce to discuss opportunities for collaboration between the organization and the SoM.

March 22, 2024: In Brampton, Councillor Rowena Santos (Wards 1 and 5) gave Government Relations Manager Maailah Blackwood and me a tour of the City of Brampton's Regeneration Community Services to introduce us to their work with underserved populations in the city.

March 22, 2024: In Calvert Park in Brampton, Maailah Blackwood and I had a walk-and-talk meeting with Gurpreet Malhotra, CEO of Indus Community Services, and Rowena Santos. We discussed healthcare for underhoused people.

March 22, 2024: As a new board member, I attended my first board meeting of the global development organization World University Service of Canada (WUSC).

March 25, 2024: In Brampton, Matt Baker and I met with Mayor Patrick Brown to update him on TMU's progress in his city.

March 26, 2024: I spoke with David Dingwall, president and vice-chancellor of Cape Breton University, to discuss the new medical schools our institutions are planning.

March 26, 2024: I participated in TMU's third Budget Town Hall of 2024, which was held in person at the Daphne Cockwell Complex.

March 26, 2024: I met with members of the TMU student group Students for Justice in Palestine to discuss combatting anti-Palestinian racism on campus.

March 26, 2024: I gave remarks welcoming Michael McCain, executive chair of Maple Leaf Foods, to campus, and highlighting our institutions' shared commitments to food security and sustainability, at a reception preceding his participation in the event "In Conversation with Michael McCain: Advancing a Caring Society." This fireside chat, hosted by Dean of Arts Pam Sugiman, kicked off the School of Public Policy and Democratic Innovation's new In Conversation series, which features prominent Canadian leaders.

March 27, 2024: At the appreciation event for convocation volunteers at the Mattamy Athletic Centre, I gave remarks thanking the volunteers for their role in TMU's successful return to regular, in-person convocation ceremonies.

March 27, 2024: I attended an online presentation by Clare Pollock, senior deputy vice-chancellor and provost at Western Sydney University, who spoke about her institution's experience with, and impressive success in, university rankings including the Times Higher Education University Impact Rankings.

March 27, 2024: I attended an online briefing given by the Ontario Ministry of Colleges and Universities to Council of Ontario Universities (COU) executive heads. The briefing concerned the provincial government's response to the federal government's cap on the number of international student study permit applications.

March 28, 2024: I hosted a hybrid online/in-person meeting with representatives of TMU student associations to consult with them about the upcoming TMU budget.

March 28, 2024: I met online with Jean-Philippe Linteau, Canadian ambassador to Saudi Arabia, to discuss potential collaboration between Canada and Saudi Arabia.

March 28, 2024: I spoke with University of Victoria President and Vice-Chancellor Kevin Hall to discuss the Canadian Impact University Network, a new initiative he is championing to advance collaboration between universities.

April 4, 2024: I attended an online Universities Canada meeting about the work of the House of Commons Standing Committee on Justice and Human Rights to combat antisemitism and Islamophobia on university campuses.

April 8, 2024: I was interviewed by Globe and Mail Europe correspondent Paul Waldie (Journalism '82) about the PACE program for his philanthropy column "Pitching In."

April 8, 2024: I welcomed Deputy Mayor Jennifer McKelvie to campus for a tour of the Centre for Urban Energy and to continue our discussion about the potential involvement of TMU in the renaming of Dundas Station.

April 8, 2024: Deputy Mayor McKelvie, Matt Baker, and I attended the SciXchange's solar eclipse watch party in the TMU Quad.

1. Governance Essentials Training

Equity, Diversity, and Inclusion 2024: Thank you to Toni De Mello, Vice President, Equity and Community Inclusion, who guided Board members through a discussion of equity, diversity and inclusion at Toronto Metropolitan University (the “University”). Through a series of engaging scenarios and discussion points, Toni De Mello provided Board members with a better understanding of the important role the Office of the Vice-President of Equity and Community Inclusion plays within the University and how it intersects with their role as Board members to provide oversight, leadership and make the University's values an intentional practice.

The remaining sessions are as follows:

Sexual Violence Policy

To be rescheduled

Presenters: Toni De Mello, Marcia Boniferno, Erin Hallock, Jen McMillen

Advancement

May 14, 2024, 1:30 p.m. to 2:30 p.m.

Presenter: Krishan Mehta

Marketing and Communications

May 14, 2024, 2:30 p.m. to 3:30 p.m.

Presenters: Michael Forbes, Jim Wentzell

2. Convocation and Honorary Doctorate Ceremonies 2024

Convocation ceremonies will be held in person from June 10, 2024, to June 20, 2024, at the Mattamy Athletic Centre, and Board members are invited to attend. We encourage Board members to attend the convocation ceremonies to recognize the accomplishments of the graduates and honour those upon which an Honorary Doctorate is being conferred. The Board Secretariat will provide further information when it becomes available.

BOARD GREETINGS

As the winter term comes to a close, I wish to thank all board members for your support during my first full academic year as provost. It is a privilege to share with you some examples of how departments across Toronto Metropolitan University (TMU) are growing and flourishing—and enabling students to do the same.

Recruitment and Student Services – On March 13, 2024 TMU welcomed *Shari Hodges* as interim university registrar. She brings with her over 20 years of experience with the Faculty of Engineering and Architectural Science, where she has held various roles including, most recently, director of engineering student admissions and recruitment.

The annual March break Choose TMU Open House was held on March 16, 2024. Over 2,800 guests attended, including students and their parents/supporters. Each faculty organized fairs, presentations and tours, and highlighted TMU's diverse student experience. The event was supported by 586 TMU representatives—an increase from 405 at last year's event.

Funding Announcements – The Image Centre (IMC) has received an operating grant of \$95,000 per year, renewable for three years, from the Ontario Arts Council. Competition is known to be fierce for this funding, and IMC staff worked closely with colleagues in University Advancement and Financial Services to secure it.

The Brampton Venture Zone (BVZ) is one of the 2023 recipients of Toronto Pearson's Uplift Fund, which helps projects that support job seekers, employer engagement and holistic employment programming in the communities surrounding the airport. With this funding, the BVZ will expand its BReady Talent Program to Mississauga, where it will support newcomers and other professionals from racialized and underrepresented groups in finding their first full-time jobs in Canada.

On April 1, 2024 the Social Ventures Zone held a celebration to mark 10 years of supporting socially innovative startups, with guest of honour Mayor *Olivia Chow*. It announced a new slate of publicly accessible panels and workshops funded by the City of Toronto, to be led by industry leaders and area experts and take place between May and November 2024.

School of Medicine Progress – Recruitment of external community members is underway for School of Medicine (SoM) committees, including the Equity, Diversity and Inclusion Community Committee, the Learner Advisory Committee, and the Postgraduate Medical Education program's Council, Recruitment & Selection Committee and Wellness & Resiliency Committee.

The school has extended clinical faculty appointments to over 70 distinguished physicians, creating the foundation of the inaugural clinical faculty team. This pivotal group of medical professionals will play a critical role in shaping the future of the SoM's healthcare education and practice.

New Programs and Training – The Centre for Excellence in Learning and Teaching has launched the credential Teaching and Learning Through Social Justice, which is available for faculty and contract lecturers. From May through December 2024, the inaugural group of participants will read, design, evaluate and share a teaching strategy related to social justice.

In March 2024, The Chang School hosted a 40-hour cybersecurity training workshop for Information and Privacy Commission of Ontario employees who are investigating external organizations' cybersecurity breaches. Also in March, The Chang School partnered with the Rick Hansen Foundation to launch an eight-week accessibility certification training program. Hosted online, the course helps people who plan, design and construct the built environment to understand accessibility from the perspective of people with disabilities.

Building Careers – On February 27, 2024 the Yeates School of Graduate and Postdoctoral Studies hosted the GRADTalks in-person event "Careers Beyond Academia," featuring three alumni with doctorates from TMU: *Ali Khosousi*, senior data scientist at Amazon; *Sahar Raza*, director of policy and communications at the National Right to Housing Network; and *Sandra Romain*, senior policy advisor at Inuit Tapiriit Kanatami. The lively panel discussion focused on making the transition from academia to other sectors such as government, industry and not-for-profits.

On International Women's Day (March 8, 2024), The Chang School hosted American author *Stephanie Land*—whose bestselling memoir *Maid: Hard Work, Low Pay, and a Mother's Will to Survive* inspired the hit Netflix series of the same name—at a virtual speaker series event. Over 400 people RSVP'd from destinations including Uganda and Panama, and Stephanie's message about career-building and resilience resonated with continuous learners balancing competing responsibilities while pursuing their career goals.

APPOINTMENT

Linda Koechli has been appointed interim dean of the G. Raymond Chang School of Continuing Education effective April 2, 2024. Linda joined The Chang School in 2005. She served in administrative roles such as program director of business, interim senior program director, and assistant dean of programs before being appointed acting dean in February 2024 upon Gary Hepburn's departure from TMU. Linda also served for two terms as the school's teaching chair. She has played a lead role in the introduction of competency-based microcredentials, the planning of postgraduate certificates, and the establishment of the full-time international certificate program, which welcomed its first cohort in fall 2022. Linda holds a PhD and an MA in German language and literature from the University of Waterloo and a BA in French and

German language and literature from Wilfrid Laurier University. She will serve until the search for a new dean is complete.

CONGRATULATIONS

Law students *Sarah Bonner-Proulx, Maha Khawaja, Felisia Milana and Margarita Rodriguez Simon* have together won “Best Overall Team” at the 2024 Walsh Family Law Moot. This represents the second year in a row that students from the Lincoln Alexander School of Law (LASL) have taken the top prize at this moot hosted by the Association of Family and Conciliation Courts - Ontario Chapter. In addition, Margarita was named as the competition’s runner-up for Best Oralist.

Hoa Nguyen, professor of English, has received the C.D. Wright Award for Poetry from the New York City-based Foundation for Contemporary Arts (FCA)—a US\$45,000 unrestricted grant for the pursuit of artistic endeavours. Established by artist Ellsworth Kelly in honour of late American writer Carolyn D. Wright, the award is presented annually to “a poet over the age of 50 whose work exemplifies Wright’s vibrant lyricism, seriousness, and striking originality.” Hoa is the only Canadian, and one of only two non-U.S.-based artists, to have received one of the FCA’s 23 awards this year.

Yew Thong-Leong, professor of architecture, has been acclaimed by the Royal Architectural Institute of Canada as the dean of its College of Fellows for a three-year term beginning in June 2024. Having been named a fellow—a recognition of what the college calls “outstanding achievement”—in 2015, Yew is now one of the college’s top officers, with duties including overseeing regional chapters and committee memberships. Outgoing dean Thomas Emodi has praised his contributions to the architectural community as “nothing short of remarkable.”

PARTNERSHIPS

School of Medicine Affiliations – The SoM has signed two agreements with organizations that will support its work: Headwaters Health Centre and the Region of Peel. Headwaters, which is based in Orangeville and serves Dufferin County, will provide access to resources for research, professional development opportunities for clinical faculty, and clinical learning environments for students. This is the first affiliation agreement for the SoM with a hospital that serves a predominantly rural area. The Region of Peel will offer medical learners placements in departments including Long-Term Care, Public Health and Seniors Services Development, all of which align with the school’s dedication to community-centred primary care.

EVENTS & INITIATIVES

Doctoral Architecture Program – The Department of Architectural Science is now accepting applications for its new PhD program in architecture, which will welcome its inaugural cohort in fall 2024. The innovative program is the first doctoral architecture program in Canada to emphasize design as a primary mode of scholarly inquiry, and the design process itself as a form of research. The program will emphasize tangible outcomes and encourage active scholarship

and public engagement that use the city as a “lively laboratory.” To earn their degrees, students will devise both a design-driven dissertation and a creative project (e.g., an exhibition, installation or performance).

Women Innovation Summit – On March 8, 2024, International Women’s Day, the DMZ held its second annual Women Innovation Summit (previously known as the Women Founders Summit), at which women-led startups received \$230,000 in investments. Canadian women-in-tech angel investors group, The Firehood, presided over a pitch competition featuring ten startups, culled from 160 applications across Canada. Calgary-based medical care startup LyfeMD and Toronto-based mental healthcare startup Roga together received \$100,000, and The Firehood announced an additional \$130,000 investment into DMZ alum Granularity, an AI-powered startup that helps retailers and brands track viral trends. The DMZ announced the nine recipients of the 2024 Women of the Year for women in the Canadian tech and business ecosystems, and also announced \$20,000 in grants and expenses for women founders accepted into the Pre-Incubator and Incubator programs.

Bug Push – From noon on March 15 until noon on March 16, 2024, TMU engineering students held their annual Bug Push, during which they and supportive community members pushed a Volkswagen Beetle around the Kerr Hall Quad. For the first time, engineering students from other schools (including Memorial University, McMaster University, Ontario Tech University, York University, and the universities of Guelph, Ottawa, Toronto, and Waterloo) participated. The expanded group completed a record 861 laps of the quad—217 more than last year—in the process raising over \$11,000 for the SickKids Foundation. This year’s event was organized by third-year TMU students *Ashvin Kalaivannan* (Computer Engineering), *Kiana Lee* (Computer Engineering), and *Matthew Sanayhie* (Mechanical Engineering).

Pet Dispute Clinic – On March 23, 2024 a group of nine LASL students led by *Rebecca Field Jager* (JD ’25) held client consultations to launch the Pro Bone-o Pet Dispute Clinic, which aims to help people navigate pet-related disputes with former domestic partners. Guided by faculty advisors and volunteer family lawyers, the students—many of whom own pets themselves—are providing legal information and referral services free of charge. They have specialized training in areas such as client-intake processes, alternative dispute resolution, and trauma-informed lawyering, and they aim to act with the pets’ best interests in mind. The students launched the clinic in response to the spike in pet ownership spurred by the COVID-19 pandemic and the justice gap in the area due to often prohibitive legal costs and minimal legislation regarding the allocation of pets. The clinic can be found online at www.petdisputeclinic.com.

Report from the Provost & Vice-President, Academic

Board of Governors Meeting
April 30, 2024

Roberta Iannacito-Provenzano

Toronto
Metropolitan
University



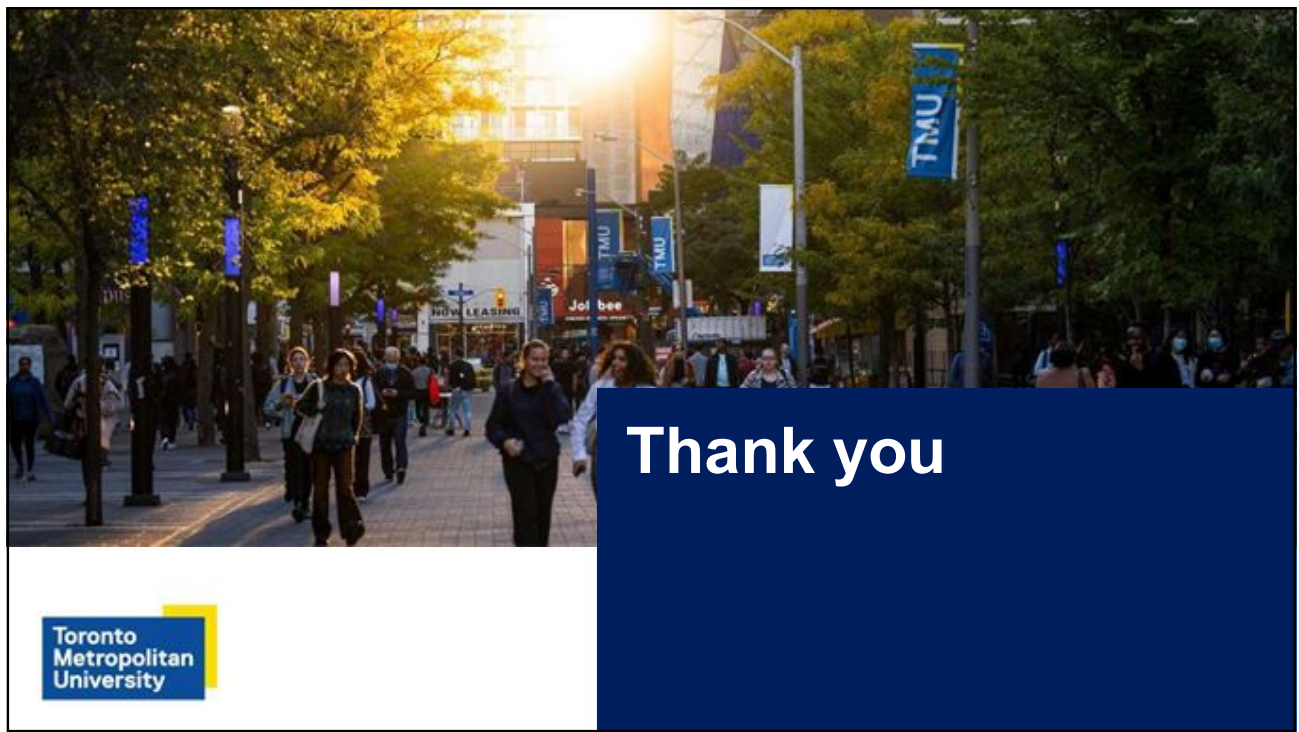
Academic Plan



Appointment



Linda Koechli
Interim Dean
G. Raymond Chang School of Continuing Education



BOARD OF GOVERNORS

April 30, 2024

AGENDA ITEM: 2024-25 University Budget Priorities and Expenditures

STRATEGIC OBJECTIVES:

- ☒ Academic
- ☐ Student Experience
- ☐ Space Enhancement
- ☒ Reputation Enhancement
- ☒ Financial Resources Management
- ☐ Compliance (e.g. legislatively required)
- ☒ Governance

ACTION REQUIRED: Approval

SUMMARY:

The Toronto Metropolitan University (the “University”) budget for 2024-25 is presented as a preliminary budget to the Board of Governors for approval.

While this budget is being presented during a time of uncertainty, the five (5) principles underlying its development remain the same as those in previous years:

- Prioritize students
- Protect TMU’s core business
- Be fair and transparent
- Remain forward-looking
- Conduct wide consultations with the community

BACKGROUND:

Given uncertainty related to key revenues, the University is presenting a preliminary budget for 2024-25 while it awaits more information from the provincial government about operating grants.

The ongoing tuition rate freeze for almost all domestic students, combined with cost pressures related to inflation, present a financial challenge. Further, there are no new funded domestic spaces from the province and the environment for international enrolment is difficult. It is important that the community continues to work together to ensure the health of the University in an uncertain financial environment. The University community has made significant efforts to handle the budget challenges over the past few years.



PREPARED BY:

Name: Kimberley McCausland, Interim Vice Provost, University Planning

Joanne McKee, Chief Financial Officer

Date: April 11, 2024

APPROVED BY:

Name: Roberta Iannacito-Provenzano, Provost and Vice-President Academic

Date: April 11, 2024

2024-25 Budget Priorities & Expenditures

Board of Governors

April 25, 2024

Toronto
Metropolitan
University



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I. Situational Overview

Overview

- We present Toronto Metropolitan University's 2024-25 proposed budget in the context of continued revenue constraints and uncertainty:
 - Continued tuition fee freeze for most students
 - No new funded domestic spaces from the province
 - Time-limited new funding from provincial government
 - Continuing to recruit international students in a challenging environment
 - Ongoing cost pressures related to inflation
- Our objective is to implement a responsible budget that manages this uncertainty while focusing on strategic priorities.

Key Drivers of the Operating Budget

Enrolment:

- Strong domestic demand: Toronto Metropolitan University (TMU) has a large number of applications
- Plan to hold domestic enrolment around level capped by Government
- New international intake projected to decrease amid challenges related to visa processing

Government Fee Policy:

- Tuition fees for most domestic students remain frozen for 2024-25 with a few exceptions: increase permitted for out-of-province students (small proportion of enrolment); continued phase-in of approved “tuition anomaly” adjustment for selected programs
- International fees remain unregulated

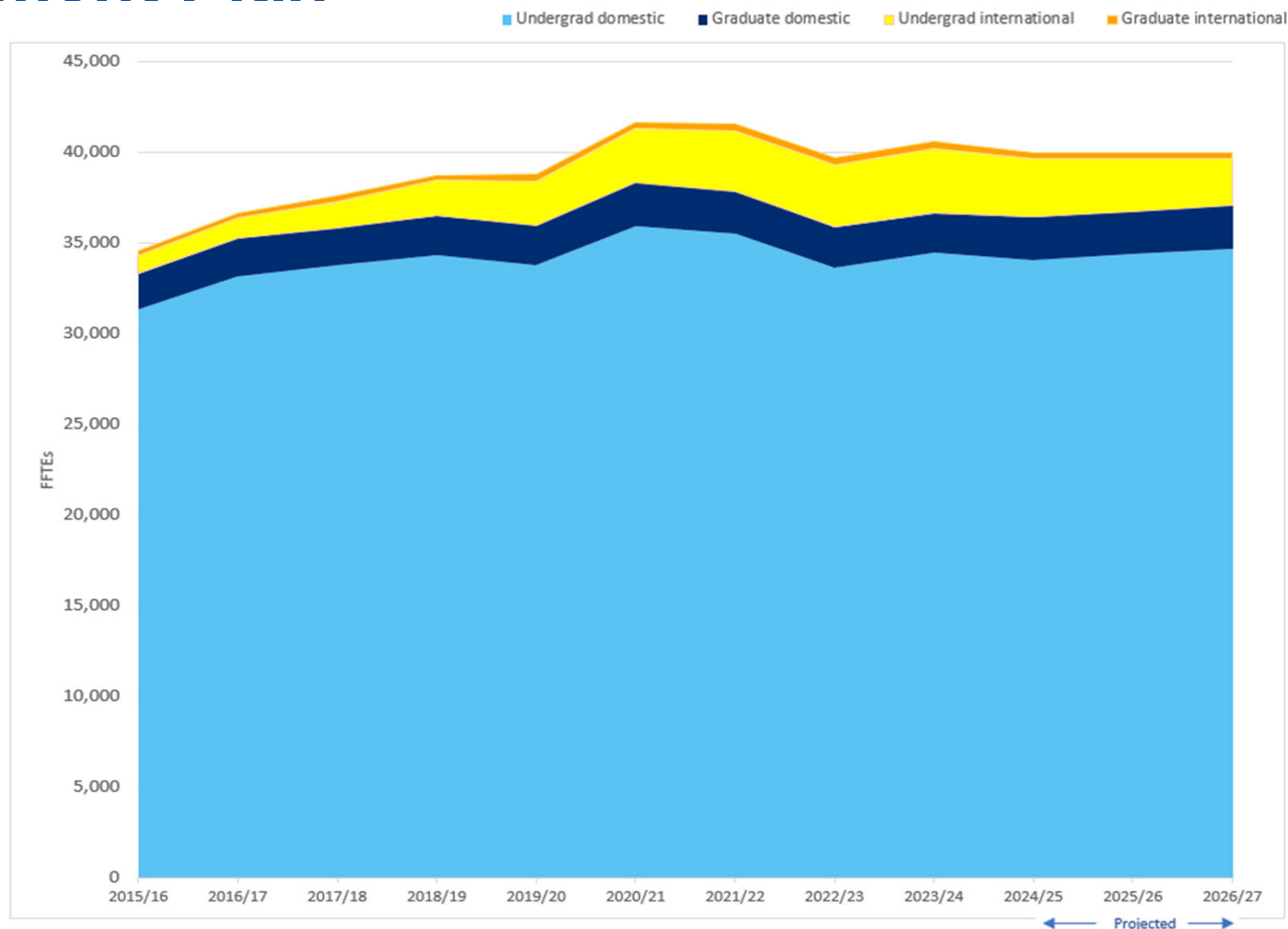
Government Grants:

- System caps funding of domestic undergraduate and graduate enrolments
- No long-term changes to operating grants but some short-term funding announced in February 2024
- Strategic Mandate Agreement – performance linked to funding

Compensation:

- Salary and benefits inflationary costs per collective agreements
- Bill 124’s termination has substantial impact on salaries

Enrolment Plan



Enrolment Plan, cont'd

	Undergraduate						Graduate			
	Domestic Year 1 in FT Undergraduate Programs Headcount	International Year 1 in FT Undergraduate Programs Headcount	Total Year 1 in FT Undergraduate Programs Headcount	Year over Year Change	Total Undergraduate FFTEs	Year over Year Change	Graduate FT and PT Headcount	Year over Year Change	Graduate Fall FTE	Year over Year Change
15-16	8,148	353	8,501	3.5%	32,900	4.7%	2,529	4.5%	2,213	2.3%
16-17	8,215	480	8,695	2.3%	34,318	4.3%	2,548	0.8%	2,312	4.5%
17-18	8,138	677	8,815	1.4%	35,265	2.8%	2,537	-0.4%	2,371	2.6%
18-19	8,037	841	8,878	0.7%	36,300	2.9%	2,718	7.1%	2,453	3.4%
19-20	8,479	963	9,442	6.4%	36,159	-0.4%	2,886	6.2%	2,618	6.7%
20-21	8,862	1,022	9,884	4.7%	38,919	7.6%	2,988	3.5%	2,726	4.1%
21-22	8,728	1,105	9,833	-0.5%	38,772	-0.4%	3,006	0.6%	2,771	1.7%
22-23	8,428	946	9,374	-4.7%	37,035	-4.5%	2,867	-4.6%	2,690	-2.9%
23-24 Est.	9,100	959	10,059	7.3%	38,000	2.6%	2,866	0.0%	2,668	-0.8%
24-25 Proj.	8,750	800	9,550	-5.1%	37,400	-1.6%	2,880	0.5%	2,650	-0.7%
25-26 Proj.	8,750	800	9,550	0.0%	37,500	0.3%	2,900	0.7%	2,670	0.8%
26-27 Proj.	8,750	800	9,550	0.0%	37,600	0.3%	2,900	0.0%	2,670	0.0%

(a) The number of student visa applications for 2024-25 has been capped by government, resulting in a projected decrease in year 1 enrolment in 2024-25.

The university's cap for 2025-26 and beyond is unknown at this time.

(b) Total Undergraduate FFTEs include CE enrolments.

(c) Graduate enrolments exclude Professional Master's Diplomas.

Enrolment: Risk Mitigation

Domestic

- Continued, proactive enrolment management to ensure timely conversion of applicant pool

International

- Enrolment intake projected to decrease from 2023-24
- Recruitment efforts with focus on conversion include scholarships to attract students
- Winter intake expected to help mitigate delays in visa processing
- Toronto Metropolitan University International College (TMUIC): partnership with Navitas projecting to enrol about 400 students

Tuition Fees

- Continued tuition fee freeze for most programs in 2024-25
 - Sixth year of tuition fee freeze for Ontario students following 10% reduction in 2019
- Continued phase-in of tuition fee anomaly adjustment
- Allowable fee increase for domestic, out-of-province students:
 - Small proportion of overall enrolment
- International fees remain unregulated

Provincial Government Funding

- Provincial government announcement in February 2024:
 - \$700M “broad based” funding over 3 years for colleges and universities
 - \$203M for institutions in greatest need
 - \$100M for STEM programs across universities and colleges for 2023-24
 - Re-announcement of existing facilities renewal and equipment funding
 - Smaller amounts for mental health; research computing systems; small, northern and rural grants; and hiring reviewers to find savings
 - Will include “accountability” requirements and report-backs
- Funded domestic enrolment levels unchanged for 2024-25
- Link to performance funding through the Strategic Mandate Agreements began in 2023-24; increasing to 25% of operating grant in 2024-25

Strategic Mandate Agreement (SMA3)

2023-24:

- Funding was tied to performance on the SMA for the first time (10 metrics)
- 10% of core operating grant tied to performance (\$25M)
- Meeting all targets in this year's evaluation

2024-25:

- 25% of operating grant tied to performance (\$63M); risk expected to be minimal this year

Key Considerations:

- No new funding; redistribution of existing grant
- 95% “stop loss” mechanism and differential weighting of metrics mitigate risk
- Current SMA covers the period to the end of 2024-25
- Blue-Ribbon Panel recommended increasing funded enrolments in SMA4 (starts 2025-26)

SMA3 Performance Metrics

Metric	Description
Graduate employment rate in related field	Of those employed full-time, % employed in job closely or somewhat related to field of studies, two years after graduation
Institutional strength/focus	% of enrolment in areas of institutional strength/focus
Graduation rate	% of undergraduates who graduate within seven years
Community/local impact	Institutional enrolment as percentage of population of local region
Economic impact	Number of startups
Research funding and capacity	Tri-Agency funding received by institution as % of Tri-Agency funding received by Ontario universities (3-year average)
Experiential learning	% of graduates who were enrolled in at least one course with required experiential learning component(s)
Research revenue from private sources	Total research revenue attracted from private sector and not-for-profit sources (3-year average)
Graduate employment earnings	Median employment earnings of university graduates, two years after graduation
Skills & competencies	Participation in a survey development of skills and competencies (National Survey of Student Engagement Question #18)

II. 2024-25 Budget Development Process

Goals and Guiding Principles

- Reinforce Toronto Metropolitan University's mission and strategic priorities
- Maintain responsible operating budget

Guided by five principles:

1. Prioritize students
2. Protect TMU's core business
3. Be fair and transparent
4. Remain forward-looking
5. Conduct wide consultations within the community

Budget Development Timeline

January:

- Update to Board

February/March:

- Community budget consultations
- Update to Board and university community
- Provincial government funding announcement

March/April:

- University-wide budget consultations
- Ontario 2024-25 budget released
- Preparation of university budget based on budget consultation process for approval by President and Board of Governors

Stay Focused, Work Together

Five complementary plans serve as a blueprint for the university:

- Academic Plan
- Strategic Research Plan
- International Strategy Plan
- Campus Master Plan
- Toward TMU 2030, University Advancement Plan

These plans are united by the Strategic Vision 2020-2030.

Priorities articulated in the Academic Plan:

- The Student Experience
- Scholarly, Research, and Creative Activity and Graduate Studies
- Advancing Indigenous Initiatives
- Innovation: Continuing to Challenge the Status Quo
- Community and Urban Partnerships



Budget Consultations

- 3 Community Town Halls: 2 in person, 1 evening session online
- Union groups including faculty association
- Student associations
- Student members of the Board of Governors
- Deans and Vice Provosts
- Regular updates and discussions with Finance Committee and Board of Governors from January to late March

Budget Feedback

Feedback during consultations included:

- Continue to prioritize the student experience
 - Focus on mental health and student wellbeing
 - Continued focus on improving academic quality and maintaining academic facilities
 - Recognize and support unique needs of international students
 - Student financial support remains a key consideration
 - Continue to prioritize the learning experience at TMU, including experiential learning opportunities
- Support faculty and staff
 - Focus on the safety of the community
 - Pay attention to wellbeing
- Focus on our values and our priorities

III. Proposed Approach for 2024-25

Strategic Priorities

The following will continue to be priorities as one-time funds are available:

- International student support and recruitment
- Digital strategy
- Investments in our campus: facilities, maintenance, security, sustainability initiatives
- Continued commitment to wellness and safety for students, faculty and staff
- Equity: continued implementation of Standing Strong Task Force; addressing Anti-Black Racism; Truth and Reconciliation initiatives

School of Medicine:

- Start-up costs continue to be supported as funds are received from government.

Key Budget Risks

- Enrolment challenges related to international students
 - Visa processing cap
 - Temporary delay to visa processing in early 2024
 - Impact of uncertainty on international student applications and confirmations
- Operating grant constraint and uncertainty
- Tuition fee constraint
- Inflationary pressures

Budget Approval for 2024-25

- During the pandemic, the Board was asked to approve a preliminary budget in April 2020.
- We are proposing a preliminary budget at this time, with an update to come when details about government funding and international enrolment are available.
- Objective is to minimize impact of across-the-board budget cuts as these have already occurred over the past few years and are not sustainable.
- Plan to cover a projected shortfall through a combination of expected OTO grant from the Province and anticipated application for support through the Government's funding envelope for institutions that demonstrate need.

IV. 2024-25 Budget and Financial Schedules

2024-25 Base Operating Budget: Highlights

Base revenues increased by \$4.7M or 0.7%

- Limited fee increases in selected cases (international, out of province, tuition anomalies)
- Modest increase in domestic revenue, offset by decrease in international activity
- Other revenue increases (Chang School, TMUIC)

Base expenses increased by a net \$19.7M or 2.9%

A) Cost escalations / inflation: \$22.8M

- Salary / benefit increases including full impact of Bill 124
- Non-salary costs

B) Committed investments: \$0.8M

- Student financial aid increased
- Infrastructure maintenance increased

C) Central cost savings and efficiencies: \$(3.9M)

- Interest on long term debt decreased
- Lease costs reduced with existing and planned space consolidation efforts

Base expenses exceed base revenues by \$15M

NOTE: *Base operating budget excludes School of Medicine, which will be included in 2025/26.*

Schedule 1: Operating Budget

\$000	2023-24 \$ APPROVED BUDGET	2024-25 \$ ESTIMATED BUDGET	\$ Increase (decrease)	% Change
REVENUES:				
Operating Grants (Schedule 2)	\$ 260,090	\$ 260,306	\$ 216	0.1%
Tuition fees excluding Continuing Education	347,307	347,750	443	0.1%
Domestic Fees:				
Rate Changes			428	0.1%
Enrollment / Mix changes			7,953	2.3%
International Fees:				
Rate changes			4,904	1.4%
Enrollment / Mix changes			(12,841)	-3.7%
Chang School - Tuition Fees	50,643	51,643	1,000	2.0%
Other revenue	12,434	15,434	3,000	24.1%
TOTAL REVENUES	\$ 670,474	\$ 675,133	4,659	0.7%
EXPENSES:				
Departmental budgets	530,888	553,271	22,383	4.2%
Chang School - direct costs	38,033	38,033	0	0.0%
Student scholarships/bursaries (Undergrad and grad)	31,007	31,357	350	1.1%
Utilities, leases and other non salary	42,479	40,843	(1,636)	-3.9%
Current interest on debt	21,067	19,227	(1,840)	-8.7%
Infrastructure maintenance	7,000	7,500	500	7.1%
TOTAL EXPENSES	\$ 670,474	\$ 690,231	\$ 19,757	2.9%
REVENUES LESS EXPENSES	0	\$ (15,098)	\$ (15,098)	

Schedule 1A: 2022-23 Actual Operating Results

\$000	2022-23 \$ APPROVED ORIGINAL BUDGET	2022-23 \$ ACTUAL RESULTS ¹
REVENUES:		
Operating Grants	\$ 260,189	\$ 261,473
Tuition Fees	337,339	331,305
Chang School	50,043	46,224
Other Revenue	11,684	40,119
TOTAL REVENUES	659,255	679,122
EXPENSES:		
Departmental Budgets - including allocations	521,937	567,229
Chang School - Direct Costs	38,033	34,487
Student Scholarships/Bursaries (Ugrad and Grad)	30,682	31,847
Utilities, leases and other non salary	41,036	33,205
Current Interest on debt	21,067	18,875
Infrastructure Maintenance	6,500	9,224
TOTAL EXPENSES	659,255	694,867
EXPENSES LESS REVENUE, before OTO allocations	-	(15,745)
ONE TIME ONLY (OTO) ALLOCATIONS		
Transfers to Carry forwards used / (unspent)		26,825
REVENUES LESS EXPENSES, after OTO allocations	-	11,080

¹ Actuals include total spending from either base budgets, OTO funds or carry forward budgets.

Schedule 2: Operating Grants

\$000	2023-24 \$ APPROVED BUDGET	2024-25 \$ ESTIMATED BUDGET	2024-25 over (under) 2023- 24 budget
<u>ENROLMENT ENVELOPE</u>			
Core Operating Grant (COG) - Enrolment	93,969	78,094	(15,875)
Accessibility (growth) grants - UG base	-	-	-
Accessibility (growth) grants - Graduate	14,404	14,404	-
TOTAL ENROLMENT ENVELOPE	108,373	92,498	(15,875)
<u>DIFFERENTIATION ENVELOPE</u>			
Performance Funding ¹	138,717	154,592	15,875
TOTAL CORE OPERATING GRANT	247,090	247,090	-
<u>SPECIAL PURPOSE GRANTS</u>			
Research Overheads	433	433	-
Municipal Tax Grant (net of claw back)	2,256	2,304	48
Graduate capital incremental funding	-	-	-
Accessibility grants for students with disabilities	724	724	-
Other targeted grants (notional - offset in expenses)	1,427	1,427	-
Collaborative Nursing grants	6,000	6,000	-
			-
<u>GRANT CLAWBACKS</u>			
International Student Recovery (ISR)	(2,920)	(2,752)	168
			-
<u>FEDERAL GRANTS</u>			
Federal research overhead grant	5,080	5,080	-
TOTAL GRANTS	\$ 260,090	\$ 260,306	\$ 216

¹ As of fiscal year 2023-24, a portion of funding from this envelope is based on performance metrics set by the province in 2019

Schedule 3: Consolidated Budget

\$000	Operating Fund (Schedule 1)	Student Funded Special Activities ¹	Ancillary Fund ²	Research Funds & Restricted Grants ³	Trust and Endowment Funds ³	Capital Fund & NFP Adjustments ⁴	2024-25 Budget
Revenue Summary							
Government grants (provincial & federal)	260,306			182,414		6,000	448,720
Research and other grants and contracts				60,152			60,152
Tuition fees including Chang School	399,393	27,674					427,067
Student Levy - Athletic and Recreation Centre			1,308				1,308
Student Levy- Wellness Centre							2,662
Student Levy- Wellness Centre (to deferred capital contributions)							(2,662)
Sales and services			31,476				31,476
Donations recognized					13,665		13,665
Amortization of deferred capital contributions						14,157	14,157
Interest and other income	15,434						15,434
Total Revenue	675,133	27,674	32,784	242,566	13,665	20,157	1,011,979
Expense Summary							
Salaries and wages	457,805	13,145	7,520	48,319	4,213		531,003
Employee benefits	91,287	2,629	2,345	9,664	843		106,768
Salaries, Wages and Benefits	549,092	15,774	9,865	57,983	5,056		637,770
Materials, supplies, repairs and maintenance ⁴	87,199	11,900	20,638	61,796	3,006	(30,775)	153,764
Student scholarships/bursaries (Undergrad and grad)	34,713			11,973	5,603		52,289
Deferred Maintenance Reserve			457				457
Interest on debt - Capital Expansion	19,227		516				19,743
Sub-grants to partner institutions				110,815			110,815
Student levy - Athletics & Recreation and Mattamy operations			1,308				1,308
Amortization of capital assets						50,932	50,932
Total Expenses	690,231	27,674	32,784	242,566	13,665	20,157	1,027,077
Revenues less Expenses	(15,098)	-	-	-	-	-	(15,098)
¹ Includes Athletics, Student Services, Ancillary/Lab fees							
² Ancillary fund (Residence and UBS operations) surplus are appropriated at year end							
³ Externally restricted funds - unexpended balances in Research, Trust, Endowment and Capital funds deferred at year end. Includes restricted grants for Future Skills, Magnet & Cybersecure Catalyst.							
⁴ The budget is prepared on a cash basis. Capital items purchased are capitalized at year end and amortized over useful life under Not-for-Profit (NFP) accounting.							

Schedule 4: Projected Balance Sheet

\$000	April 30, 2024 Projected ¹	April 30, 2025 Projected	Comments
ASSETS			
Cash and cash equivalents	\$ 68,895	57,912	See schedule 5
Short term investments	81,522	81,522	
Other current assets	79,894	88,690	Estimate
Total current assets	230,311	228,124	
Investments	682,951	659,951	Based on capital plan expenditures
Employee future benefits - pension ²	208,130	208,130	Unchanged from April 30, 2023; will change based on updated actuarial estimates
Long - term note receivable	2,817	2,418	Estimate
Long - term prepaid expenses	4,911	3,241	Estimate
Capital assets, net	1,252,804	1,273,647	Estimate based on Facilities Management capital plan expenditures
	2,381,925	2,375,511	
LIABILITIES AND NET ASSETS			
Total current liabilities	145,906	145,906	Estimate
Employee future benefits - other ²	37,692	37,692	Unchanged from April 30, 2023; will change based on updated actuarial estimates
Long-term debt	456,876	450,470	Capital projects financed net of principal repayments.
Fair value of interest rate swap	4,110	4,110	Will change based on updated market conditions
Deferred Lease revenue	48,000	47,000	Amortized over 50 years
Deferred revenue contributions	117,613	122,450	Estimate
Deferred capital contributions	360,594	371,437	Estimate; external payments related to capital projects
Net assets			
Invested in capital assets	746,490	787,896	Capital assets less deferred capital contributions and long term debt
Internally restricted - employee future benefits ²	170,438	170,438	Unchanged from April 30, 2023; will change based on updated actuarial estimates
Internally restricted - other ("Carry forwards")	337,952	322,854	Estimate
Unrestricted surplus/deficit	(199,824)	(241,230)	Net impact of consolidated and capital budgets
	2,225,847	2,219,023	
Endowments	156,078	156,488	Estimate; will change based on updated market conditions
	\$ 2,381,925	\$ 2,375,511	

¹ As projected for the year based on January 31, 2024 quarterly statements (Q3)

² Amounts based on prior year end audited financial statement - will change based on actuarial estimates and market conditions

Schedule 5: Projected Cash Flow Statement

\$000	April 30, 2024 Projected ¹	April 30, 2025 Projected	Comments
OPERATING ACTIVITIES			
Revenue less expenses	\$ (4,129)	\$ (15,098)	As per consolidated budget - Schedule 3
Add (deduct) non- cash items			
Amortization of capital assets	50,932	50,932	As per consolidated budget - Schedule 3
Amortization of deferred capital contributions	(14,555)	(14,157)	As per consolidated budget - Schedule 3
Change in fair value of interest swap	(5,101)		Not estimated; updated based on market conditions
Unrealized loss (gain) on investments	(9,151)		Not estimated; updated based on market conditions
Net change in deferred revenue contributions	(60,142)	4,837	Estimate
Net change in non-cash working capital balances	103,196	(8,796)	Estimate
Cash provided by operating activities	61,050	17,718	
FINANCING AND INVESTING ACTIVITIES			
Capital contributions received and long term lease proceeds	57,000	24,000	Estimate
Endowment contributions	586	410	Estimate
Acquisition of capital assets	(89,571)	(71,775)	Estimate; based on Facilities Management capital plan expenditures
Decrease (increase) in notes receivable	393	399	
Decrease (increase) in long term prepaids	1,670	1,670	Estimate
Repayment of long-term debt principal	(40,398)	(6,406)	
Decrease (increase) in investments & other adjustments	58,870	23,000	Utilization of cash for capital expenditures
Cash used in financing and investing activities	(11,450)	(28,701)	
Net increase (decrease) in cash during the year	49,600	(10,983)	
Cash and cash equivalent, beginning of period	19,295	68,895	
Cash and cash equivalents, end of period	\$ 68,895	\$ 57,912	See Schedule 4

¹ As projected for the year based on January 31, 2024 quarterly statements (Q3)

V. 2024-25 Fee Schedules

Fee Schedules: Table of Contents

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2. Fee Schedules
 - A. Tuition Fees
 - i. Domestic Fees
 - ii. Domestic Fees, Out of Province Students
 - iii. International Fees
 - iv. Continuing Education and Special Fees
 - B. Non-Tuition Fees
 - C. Department Lab/Ancillary Fees
 - D. Service Fees
 - E. Student Residence Fees and Meal Plans

1. Fee Change Highlights

Tuition Fees - Domestic Students	Fee changes are set in compliance with the tuition fee framework established by the Ministry of Colleges and Universities. For undergraduate and graduate programs, fees will not increase for domestic students from within Ontario (exceptions are TRSM undergraduate programs and MBA - see below) given the government's continuation of the tuition freeze. Fees for domestic students from outside the province will continue to increase by 5%. Fees for undergraduate TRSM programs and the MBA program will increase by another 7.5% in 2024-25 (the first 7.5% increase was approved for 2023-24). The increase was allowed by the government as a result of the government's analysis of sector-wide tuition and their identification of fees that are at least 15% below the provincial average.
Tuition Fees - International Students	International fees are not subject to the government's fee policy. Undergraduate fees will increase by 5% for all programs. Graduate fees will increase by 3% for all masters and doctoral degree programs except the MBA, which will increase by 5%. There will be no increase for professional masters diploma programs.
Compulsory Non-Tuition Related Fees	CPI: Any applicable fees have been increased by the Annualized Toronto CPI to two decimal places - 4.23% according to Statistics Canada. Canadian Federation of Students (CFS) fees: TMSU, TMGSU and TMAPS Student Union fees continue to be consolidated into single levy amounts. The CFS portion is now noted below the total levy amount this year due to feedback from the student unions regarding identifying the CFS amount specifically.
Department Lab/Ancillary Fees	Fee increases: FEAS internship for 8 programs; undergraduate programs in Architectural Science, Creative Industries, Midwifery, Professional Communication; RTA in LA program due to escalating costs. Increase in Nursing fees due to additional student materials. Temporary hold removed on Architectural Science field trip ancillary fee. Fee elimination or decrease: MWF250 fee removed as course is being replaced and NU001 4 th Year Nursing students fee decreased due to change in student learning materials.
Service Fees	No changes
Residence Fees	All residence rent fees to increase by 3% over 2023-24.
Meal Plan	Meal plan rates are to increase by 5% over 2023-24. On a per diem basis, the meal plan works out to \$28.49/day, increasing from \$27.13/day. Food administrative fee increased from \$40 to \$50. No change for Flex dollars and One Card fees.

2. Tuition Fees A) i. Domestic Tuition Fees

	2023-24 Tuition Fee				2024-25 Proposed Tuition Fee							
	Year 1	Year 2	Year 3	Year 4	Year 1		Year 2		Year 3		Year 4	
	\$	\$	\$	\$	\$	% Change	\$	% Change	\$	% Change	\$	% Change
Category 1 - Arts and Science programs.												
Arts & Science Undergraduate Programs												
Arts & Contemporary Studies, Social Science, English, Biomedical Science, Financial Mathematics, Creative Industries, Professional Communications, Philosophy, Environment & Urban Sustainability, History, Psychology, Language & Intercultural Relations, other Science programs	6,110.35	6,110.35	6,110.35	6,092.58	6,110.35	0.0%	6,110.35	0.0%	6,110.35	0.0%	6,092.58	0.0%
Post Degree 2 Year Occupational/Public Health	6,696.60	6,696.60	-	6,696.60	6,696.60	0.0%	6,696.60	0.0%	6,223.09	0.0%	6,204.96	0.0%
All other undergraduate programs	6,223.09	6,223.09	6,223.09	6,204.96	6,223.09	0.0%	6,223.09	0.0%	6,223.09	0.0%	6,204.96	0.0%
Category 2 - Professional Undergraduate Programs and Graduate programs.												
Professional Undergraduate Programs												
Engineering	10,189.39	10,189.39	10,189.39	9,968.19	10,189.39	0.0%	10,189.39	0.0%	10,189.39	0.0%	9,968.19	0.0%
Computer Science	8,562.75	8,562.75	8,562.75	8,375.20	8,562.75	0.0%	8,562.75	0.0%	8,562.75	0.0%	8,375.20	0.0%
Business FT & PT (Business Mgmt., Accounting & Finance, Hospitality & Tourism Mgmt., Retail Mgmt., Business Technology Mgmt., Health Administration Mgmt.)	9,032.82	8,402.63	8,402.63	8,218.57	9,710.28	7.5%	9,710.28	7.5%	8,402.63	0.0%	8,218.57	0.0%
Architectural Science	9,551.43	9,551.43	9,551.43	9,342.20	9,551.43	0.0%	9,551.43	0.0%	9,551.43	0.0%	9,342.20	0.0%
Law	21,168.00	21,168.00	-	-	21,168.00	0.0%	21,168.00	0.0%	-	0.0%	-	0.0%
Graduate Programs												
Master's programs in: Criminology and Social Justice; Literatures of Modernity; Philosophy; Psychology; Immigration & Settlement; Physics; Molecular Science; Computer Science; Applied Mathematics; Engineering MASc Programs, MASc Building Science	8,153.12	8,153.12	-	-	8,153.12	0.0%	8,153.12	0.0%	-	0.0%	-	0.0%
MArch Architecture	9,483.54	9,483.54	-	-	9,483.54	0.0%	9,483.54	0.0%	-	0.0%	-	0.0%
MBA Programs (MBA in Business and MBA in Mgmt. of Technology & Innovation)	21,002.83	20,095.86	-	-	23,223.04	7.5%	23,223.04	7.5%	-	0.0%	-	0.0%
MPC Professional Communications	14,651.07	14,651.07	-	-	14,651.07	0.0%	14,651.07	0.0%	-	0.0%	-	0.0%
MEng Computer Networks	18,963.74	18,963.74	-	-	18,963.74	0.0%	18,963.74	0.0%	-	0.0%	-	0.0%
Computer Networks MASc	9,220.12	9,220.12	-	-	9,220.12	0.0%	9,220.12	0.0%	-	0.0%	-	0.0%
MA in Communication and Culture *	4,306.52	4,306.52	-	-	4,306.52	0.0%	4,306.52	0.0%	-	0.0%	-	0.0%
MDM Digital Media	16,277.86	16,277.86	-	-	16,277.86	0.0%	16,277.86	0.0%	-	0.0%	-	0.0%
Master of Engineering Innovation and Entrepreneurship (MEIE)	18,963.74	18,963.74	-	-	18,963.74	0.0%	18,963.74	0.0%	-	0.0%	-	0.0%
All other Master's Programs (1 or 2 year programs) - includes: Engineering MEng Programs, MBS Building Science, MASc Computer Networks, MN Nursing, Master of Science in Management, MASc in Environmental Applied Science & Management, Community Health Care MHA, MSc Occupational and Public Health, MPM/MASc Project Management, MID Interior Design	9,220.12	9,220.12	-	-	9,220.12	0.0%	9,220.12	0.0%	-	0.0%	-	0.0%
PhD in Communication & Culture *	4,306.52	4,306.52	4,306.52	4,306.52	4,306.52	0.0%	4,306.52	0.0%	4,306.52	0.0%	4,306.52	0.0%
All other PHD Programs	7,612.63	7,612.63	7,612.63	7,612.63	7,612.63	0.0%	7,612.63	0.0%	7,612.63	0.0%	7,612.63	0.0%
Professional Master's Diploma in Accounting	6,500.00	-	-	-	6,500.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Aerospace Design Management	6,500.00	-	-	-	6,500.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Dietetics	1,560.00	-	-	-	1,560.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Enterprise Information Security, Privacy and Data Protection	5,500.00	-	-	-	5,500.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Energy and Innovation	6,500.00	-	-	-	6,500.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Canadian Business	10,150.00	-	-	-	10,150.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Financial Analysis	10,150.00	-	-	-	10,150.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Finance for Social Innovation	6,500.00	-	-	-	6,500.00	0.0%	-	-	-	-	-	-
Professional Master's Diploma in Mgmt. of Technology and Innovation for Chief Information Officers	10,150.00	-	-	-	10,150.00	0.0%	-	-	-	-	-	-

For undergraduate degree programs, the tuition fees indicated reflect the normal duration of programs, as taken by FT students. PT undergraduate fees are determined as a % of their FT equivalent fee, based on course load. FT graduate masters programs can be for one or two years, with their PT equivalent taking up to 2 or 4 years. The PT graduate masters program fees are 50% of the FT fee. Professional Master's Diplomas (PMDips) are cost-recovery programs and are not subject to the MCU tuition fee framework. *Tied to partner institution.

2. Tuition Fees *A) ii. Domestic Tuition Fees, Out of Province Students*

	2023-24 Tuition Fee				2024-25 Proposed Tuition Fee							
	Year 1	Year 2	Year 3	Year 4	Year 1	Year 2	Year 3	Year 4	Year 1	Year 2	Year 3	Year 4
	\$	\$	\$	\$	\$	% Change	\$	% Change	\$	% Change	\$	% Change
Category 1 - Arts and Science programs.												
Arts & Science Undergraduate Programs												
Arts & Contemporary Studies, Social Science, English, Biomedical Science, Financial Mathematics, Creative Industries, Professional Communications, Philosophy, Environment & Urban Sustainability, History, Psychology, Language & Intercultural Relations, other Science programs	6,938.76	6,938.76	6,938.76	6,918.57	7,285.70	5.0%	7,285.70	5.0%	7,285.70	5.0%	7,264.50	5.0%
Post Degree 2 Year Occupational/Public Health	7,604.50	7,604.50	-	7,984.73	5.0%	7,984.73	5.0%	7,420.12	5.0%	7,420.12	-	5.0%
All other undergraduate programs	7,066.78	7,066.78	7,066.78	7,046.20	7,420.12	5.0%	7,420.12	5.0%	7,420.12	5.0%	7,398.51	5.0%
Category 2 - Professional Undergraduate Programs and Graduate programs.												
Professional Undergraduate Programs												
Engineering	11,570.81	11,570.81	11,570.81	11,317.36	12,149.35	5.0%	12,149.35	5.0%	12,149.35	5.0%	11,883.23	5.0%
Computer Science	9,723.64	9,723.64	9,723.64	9,510.67	10,209.82	5.0%	10,209.82	5.0%	10,209.82	5.0%	9,986.20	5.0%
Business FT & PT (Business Mgmt., Accounting & Finance, Hospitality & Tourism Mgmt., Retail Mgmt., Business Technology Mgmt., Health Administration Mgmt.)	9,769.01	9,541.82	9,541.82	9,332.81	10,501.69	7.5%	10,501.69	7.5%	10,018.91	5.0%	9,799.45	5.0%
Architectural Science	10,846.36	10,846.36	10,846.36	10,608.77	11,388.68	5.0%	11,388.68	5.0%	11,388.68	5.0%	11,139.21	5.0%
Law	24,037.85	24,037.85			25,239.74	5.0%	25,239.74	5.0%				
Graduate Programs												
Master's programs in: Criminology and Social Justice; Literatures of Modernity; Philosophy; Psychology; Immigration & Settlement; Physics; Molecular Science; Computer Science; Applied Mathematics; Engineering MASc Programs, MASc Building Science	9,258.48	9,258.48			9,721.40	5.0%	9,721.40	5.0%				
MArch Architecture	10,769.27	10,769.27			11,307.73	5.0%	11,307.73	5.0%				
MBA Programs (MBA in Business and MBA in Mgmt. of Technology & Innovation)	23,363.47	22,820.13			25,115.73	7.5%	23,961.14	5.0%				
MPC Professional Communications	16,637.39	16,637.39			17,469.26	5.0%	17,469.26	5.0%				
MEng Computer Networks	21,534.74	21,534.74			22,611.48	5.0%	22,611.48	5.0%				
Computer Networks MASc	10,470.14	10,470.14			10,993.65	5.0%	10,993.65	5.0%				
MA in Communication and Culture *	4,435.72	4,435.72			4,435.72		4,435.72					
MDM Digital Media	18,484.74	18,484.74			19,408.98	5.0%	19,408.98	5.0%				
Master of Engineering Innovation and Entrepreneurship (MEIE)	21,534.74	21,534.74			22,611.48	5.0%	22,611.48	5.0%				
All other Master's Programs (1 or 2 year programs) - includes: Engineering MEng Programs, MBSoc Building Science, MASc Computer Networks, MN Nursing, Master of Science in Management and MASc in Environmental Applied Science & Management, Community Health Care MHA	10,470.14	10,470.14			10,993.65	5.0%	10,993.65	5.0%				
PhD in Communication & Culture *	4,435.72	4,435.72	4,435.72	4,435.72	4,435.72		4,435.72		4,435.72		4,435.72	
All other PhD Programs	8,644.71	8,644.71	8,644.71	8,644.71	9,076.95	5.0%	9,076.95	5.0%	9,076.95	5.0%	9,076.95	5.0%
Professional Master's Diploma in Accounting	9,500.00				9,500.00	0.0%						
Professional Master's Diploma in Aerospace Design Management	7,029.75				7,029.75	0.0%						
Professional Master's Diploma in Dietetics	1,687.14				1,687.14	0.0%						
Professional Master's Diploma in Enterprise Information Security, Privacy and Data Protection	5,948.25				5,948.25	0.0%						
Professional Master's Diploma in Energy and Innovation	7,029.75				7,029.75	0.0%						
Professional Master's Diploma in Canadian Business	10,977.23				10,977.23	0.0%						
Professional Master's Diploma in Financial Analysis	10,977.23				10,977.23	0.0%						
Professional Master's Diploma in Finance for Social Innovation	7,029.75				7,029.75	0.0%						
Professional Master's Diploma in Mgmt. of Technology and Innovation for Chief Information Officers	10,977.23				10,977.23	0.0%						

For undergraduate degree programs, the tuition fees indicated reflect the normal duration of programs, as taken by FT students. PT undergraduate fees are determined as a % of their FT equivalent fee, based on course load. FT graduate masters programs can be for one or two years, with their PT equivalent taking up to 2 or 4 years. The PT graduate masters program fees are 50% of the FT fee. Professional Master's Diplomas (PMDips) are cost-recovery programs and are not subject to the MCU tuition fee framework.

*Tied to partner institution.

2. Tuition Fees *A) iii. International Fees*

	2023-24 Tuition Fee				2024-25 Proposed Tuition Fee							
Undergraduate Tuition Fees	Year 1	Year 2	Year 3	Year 4	Year 1		Year 2		Year 3		Year 4	
	\$	\$	\$	\$	\$	% Incr.	\$	% Incr.	\$	% Incr.	\$	% Incr.
Engineering	36,750.00	36,750.00	36,750.00	36,750.00	38,590.00	5.0%	38,590.00	5.0%	38,590.00	5.0%	38,590.00	5.0%
Architecture	36,470.00	36,470.00	36,470.00	36,470.00	38,290.00	5.0%	38,290.00	5.0%	38,290.00	5.0%	38,290.00	5.0%
Business	36,470.00	36,470.00	36,470.00	36,470.00	38,290.00	5.0%	38,290.00	5.0%	38,290.00	5.0%	38,290.00	5.0%
Nursing	32,820.00	32,820.00	32,820.00	32,820.00	34,460.00	5.0%	34,460.00	5.0%	34,460.00	5.0%	34,460.00	5.0%
Law	34,370.00	34,370.00	34,370.00		36,090.00	5.0%	36,090.00	5.0%	36,090.00			
All Others	31,610.00	31,610.00	31,610.00	31,610.00	33,190.00	5.0%	33,190.00	5.0%	33,190.00	5.0%	33,190.00	5.0%
Graduate Tuition Fees	Year 1	Continuing Students			Year 1		Continuing Students					
	\$	\$			\$	% Incr.	\$	% Incr.				
Master's in Communication and Culture	24,260.00	24,260.00			24,990.00	3.0%	24,990.00	3.0%				
Master's in Environmental Applied Science and Management	24,260.00	24,260.00			24,990.00	3.0%	24,990.00	3.0%				
MEng Computer Networks	36,640.00	36,640.00			37,740.00	3.0%	37,740.00	3.0%				
MASc Computer Networks	26,270.00	26,270.00			27,060.00	3.0%	27,060.00	3.0%				
Master's in Immigration and Settlement Studies	24,260.00	24,260.00			24,990.00	3.0%	24,990.00	3.0%				
MA in Film & Photo Preservation & Collections Mgmt.	31,540.00	31,540.00			32,490.00	3.0%	32,490.00	3.0%				
MBA in Business and MBA in Mgmt. of Technology & Innovation	51,100.00	51,100.00			53,660.00	5.0%	53,660.00	5.0%				
Master of Science in Management	24,970.00	24,970.00			25,720.00	3.0%	25,720.00	3.0%				
MA in Fashion	27,820.00	27,820.00			28,650.00	3.0%	28,650.00	3.0%				
MEng, MASc in Engineering, MArch Architecture, MASc/MBSc in Building Science	26,270.00	26,270.00			27,060.00	3.0%	27,060.00	3.0%				
Master of Engineering Innovation and Entrepreneurship (MEIE)	37,040.00	37,040.00			38,150.00	3.0%	38,150.00	3.0%				
All other current and new Masters programs	24,260.00	24,260.00			24,990.00	3.0%	24,990.00	3.0%				
PhD in Communication and Culture (for all years)	23,240.00	23,240.00			23,940.00	3.0%	23,940.00	3.0%				
All current and new PhD programs (for all years)	23,240.00	23,240.00			23,940.00	3.0%	23,940.00	3.0%				
Professional Master's Diploma in Accounting	19,162.80	19,162.80			19,162.80	0.0%	19,162.80	0.0%				
Professional Master's Diploma in Canadian Business	18,000.00	18,000.00			18,000.00	0.0%	18,000.00	0.0%				
Professional Master's Diploma in Mgmt. of Technology and Innovation for Chief Information Officers	18,000.00	18,000.00			18,000.00	0.0%	18,000.00	0.0%				
Professional Master's Diploma in Financial Analysis	18,000.00	18,000.00			18,000.00	0.0%	18,000.00	0.0%				

2. Tuition Fees *A) iv. Continuing Education & Special Fees*

Continuing Education Tuition Fees (course fees)

Tuition fees for domestic students enrolled in degree credit courses are consistent with government policy and will remain unchanged

International students enrolled in degree credit courses: 3 to 3.5 times domestic fee per course (the increased range to reflect changes in some program international student fee increases)

International student online cohorts, not resident in Canada, online degree credit courses: 1.0 to 2.0 times domestic fee per course.

Domestic and International Students enrolled in non-credit courses: in most cases, the average annual fee increase will be 3%.

	2023-24 Actual Tuition Fee \$	2024-25 Proposed Tuition Fee \$	% Increase over 2023-24
Special Fees			
Two Certificates Package for International Students Only (2 year program, annual fee)	\$18,350	\$18,350	0.0%
One Guyana Digital Initiative: Full Stack Developer Certificate	-	\$3,330	-

Undergraduate Tuition Fees

Special Students, domestic - professional programs excluding TRSM programs (per hour), Ontario students *	\$352.66	\$352.66	0.0%
Special Students, domestic - TRSM programs (per hour), Ontario students	\$352.66	\$379.11	7.5%
Special Students, domestic - professional programs (per hour), Non-Ontario students*	\$374.13	\$392.84	5.0%
Special Students, domestic - all other programs (per hour), Ontario students	\$267.37	\$267.37	0.0%
Special Students, domestic - all other programs (per hour), Non-Ontario students	\$297.83	\$312.72	5.0%
Special Students, International (Visa) - Engineering, Architecture (per hour)	\$1,611.30	\$1,691.87	5.0%
Special Students, International (Visa) - other programs (per hour)	\$1,266.01	\$1,329.31	5.0%
Audit Students - professional programs (per hour)*	\$135.88	\$135.88	0.0%
Audit Students - all other programs (per hour)	\$125.81	\$125.81	0.0%
Graduate Tuition Fees			
Special Students - domestic Ontario students, per course**	\$1,753.15	\$1,753.15	0.0%
Special Students - domestic Non-Ontario students, per course**	\$1,896.03	\$1,990.83	5.0%
Special Students - international (Visa), per course***	\$3,859.77	\$3,975.57	3.0%

* Engineering, Architectural Science, Computer Science, Business Management, Hospitality & Tourism Management, Retail Management, Accounting & Finance, Business Technology Management

** Canadian Visiting Grad Students (CVGS) pay \$500, as long as they are registered and paying fees to their home University.

*** Includes international students in Professional Master's Diploma programs (PMDip), except PMDip Canadian Business, PMDip Financial Analysis, and PMDip Management of Technology and Innovation for Chief Information Officers.

2. B) Non-Tuition Fees - University Fees

Full-Time Undergraduate and Graduate Students		
	2023/24	2024/25
University Fees - Supporting University-Led Operations for Students (Charged in Fall and Winter)		
Athletics and Recreation	\$246.78	\$257.22
Recreation and Athletic Centre	\$85.47	\$89.09
Mattamy Athletic Centre	\$161.31	\$168.13
Student Buildings	\$6.02	\$6.02
Special Incidental Reserve*	\$4.00	\$4.00
Special Activities Reserve - 10%	\$2.02	\$2.02
Career Services - Central	\$35.51	\$37.01
Student Services - 40%	\$35.51	\$37.01
Academic Support - Central	\$63.21	\$65.20
Student Services - 53%	\$47.05	\$49.04
Special Activities Reserve - 80%	\$16.16	\$16.16
Health and Wellness	\$77.65	\$80.85
Student Services - 7%	\$6.21	\$6.47
Special Activities Reserve - 10%	\$2.02	\$16.16
TMU Wellbeing Future	\$69.42	\$72.36

	2023/24	2024/25
Faculty or Program Specific Fees		
MBA Student Activity Fee	\$256.08	\$266.91
Canadian Nursing Students' Association	\$10.00	\$10.00
Career Services - TRSM	\$63.99	\$66.70
External Entities (Non-Student Organizations)		
WUSC Student Refugee	\$5.25	\$5.48
Chang School Fees (Per-Credit)		
Academic Support	\$3.91	\$4.08
Career Services	\$3.48	\$3.63
Health and Wellness	\$0.53	\$0.55
Athletics & Recreation	\$0.50	\$0.50
Student Society Fees		
Ted Rogers Students Society	\$81.49	\$84.94
Metropolitan Undergraduate Engineering Society	\$81.01	\$84.44
Architectural Science Student Society	\$117.37	\$122.33
Society of the Creative School	\$74.79	\$77.95
Society of Arts, Social Sciences and Humanities	\$71.89	\$74.94
Undergraduate Science Society of Toronto Metropolitan	\$68.97	\$71.89
Faculty of Community Services Society	\$60.00	\$62.54

2. B) Non-Tuition Fees - University Fees

Full-Time Undergraduate and Graduate Students	2023/24	2024/25
Toronto Metropolitan Student Union*	\$117.52	\$122.49
Canadian Federation of Students - TMSU**	\$19.42	\$20.24
Sexual Assault Survivor Line	\$5.75	\$5.99
Good Food Centre	\$5.75	\$5.99
TMSU Health and Dental ***	\$337.00	TBD
Full Time Undergraduate Students and Graduate Students		
Palin Foundation - Student Campus Centre	\$60.00	\$60.00
Palin Foundation - Oakham House	\$4.00	\$4.00
TMU Radio	\$13.43	\$14.00
EyeOpener	\$19.51	\$20.34
Full and Part Time Graduate Students		
Toronto Metropolitan Student Union *	\$155.08	\$161.64
Canadian Federation of Students - TMSU**	\$19.42	\$20.24
TMSU Health and Dental ***	\$677.55	TBD
Part-Time Undergraduate & CE Students (Per Credit)		
Toronto Metropolitan Association of Part-Time Students*	\$18.20	\$18.97
Canadian Federation of Students - TMAPS**	\$2.98	\$3.11
TMAPS - SCC Fee	\$0.50	\$0.50
Palin Foundation	\$3.50	\$3.50
TMAPS Health & Dental***	\$271.80	TBD

*TMSU, TMGSU and TMAPS Student Union fees continue to be consolidated into single levy amounts.

**Canadian Federation of Students fees are included in the single levy amounts but noted separately for informational purposes.

***Health & Dental plan fees for the upcoming coverage year are not yet available.

2. C) Department Lab/Ancillary Fees

Changes to these fees must follow Ministry and TMU's protocols. They are approved at departmental councils where students are represented. Proposals are reviewed by Financial Services to ensure the adequacy of supporting details, and compliance with the protocols. The recommendations are then reviewed by the Macro Planning Group. Fees collected and their related operating expenses are monitored by the Departmental Assistant (DA) and/or Business Officer/Managers. Periodic internal audits are also undertaken of all ancillary fees. Previous year's fees indicated in brackets.

Index:

A: Category of Fee

- 1 Field trip fees.
- 2 Fees-learning materials/clothing retained by student.
- 3 Fees-materials used in production of items which become property of student.
- 4 Fees-material/ services when the University acts as broker with vendor for student.
- 5 Co-operative program fee
- 6 Internship

B: Refund Policy

- 1 100% refund prior to the commencement of classes.
- 2 100% refund up to 2 weeks prior to the start of classes.
- 3 No refund.
- 4 Tuition fee refund policy applies.
- 5 Other - as defined.

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
Aerospace Engineering AE001						
Internship WKT118 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT218 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT298 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT318 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT418 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Architectural Science AS001 - Undergrad						
ASC101-Communications Studio-First Year	107.00 (102.50)			1/2/3/4	2	Increase in fee due to escalating costs
ASC201-Design Studio-First Year		107.00 (102.50)		1/2/3/4	2	Increase in fee due to escalating costs
ASC301-Studio-Second Year	34.00 (32.50)			1/2/3/4	2	Increase in fee due to escalating costs
ASC401-Studio-Second Year		34.00 (32.50)		1/2/3/4	2	Increase in fee due to escalating costs
ASC520-Studio - Third Year	34.00 (32.50)			1/2/3/4	2	Increase in fee due to escalating costs
ASC620- Studio - Third Year		34.00 (32.50)		1/2/3/4	2	Increase in fee due to escalating costs
Architectural Science Graduate Program AR001						
MA1S Studio in Critical Practice / AR8101	268.00 (65.00)			1/2/3/4	2	Remove temporary hold on field trip
MA2S Studio in Collaborative Practice / AR8103		200.00 (0.00)		1/2/3/4	2	Remove temporary hold on field trip
Biomedical Engineering BE001						
Internship WKT119 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT219 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT299 (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT319 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT419 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs

2. C) Department Lab/Ancillary Fees cont'd

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
Business Management BM001 - FT & BM002 - PT						
Full-time program undergraduate: all students	4.50	4.50		1/2/3/4	4	
Part-time program undergraduate: all students	1.80	1.80		1/2/3/4	4	
Accounting & Finance co-operative education	3,500.00			5	3	
Economics and Management Science co-operative education	3,500.00			5	3	
Entrepreneurship co-operative education	3,500.00			5	3	
Global Management Studies co-operative education	3,500.00			5	3	
Human Resources and Organizational Behavior co-operative education	3,500.00			5	3	
Law and Business co-operative education	3,500.00			5	3	
Marketing Management co-operative education	3,500.00			5	3	
Real Estate Management co-operative education	3,500.00			5	3	
Business Management (MBA)						
MBA Full-time program graduate student placement fee	1,000.00	1,000.00		6	4	
Business Management (MScM SA)						
Full-time program graduate student placement fee (\$250 per term up to a max of \$1000)	250.00	250.00	250.00	6	4	
Business Management (MHA (CC))						
Full-time program graduate student placement fee (\$150 per term up to a max of \$600)	150.00	150.00	150.00	6	4	
Business Technology Management IT001- IT016						
Full-time program - all students	1.00	1.00		1/2/3/4	4	
Part Time program - all students	0.40	0.40		1/2/3/4	4	
Business Technology Management co-operative Education	3,500.00			5	3	
Chemistry and Biology CB001/BI001/BE001						
Chemistry co-operative Education	3,500.00			5	3	
Biomedical Science co-operative Education	3,500.00			5	3	
Biology co-operative Education	3,500.00			5	3	

2. C) Department Lab/Ancillary Fees cont'd

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
Continuing Education (CE)						
Other CE (5144 & 5145 for credit & non credit respectively)						
Arts - Digital Geography Certificate courses CODG -101, 102, 123, 124, 125, 126, 127, 132,133,135,136,210,211,212,220, and 221	25.00	25.00	25.00	4	4	
Communications and Design - Graphic Communication Courses CGRA	40.00	40.00	40.00	3	4	
Communications and Design - CDMP 114, 118 Film and Sound Editing I	35.00	35.00	35.00	3	4	
Communications and Design - CDMP 223 Film Technology II	35.00	35.00	35.00	3	4	
Communications and Design - CDTH 431 Make-Up Artistry; Film Video TV	35.00	35.00	35.00	2	4	
Communications and Design - CDTH 448 Make-Up Tech:Theatre/Film	25.00	25.00	25.00	2	4	
Communications and Design - Techniques of Photography CDFP 320,	65.00	65.00	65.00	3	4	
Communications and Design - Approaches to Docu Photography CDFP ,392	75.00	75.00	75.00	3	4	
Communications and Design - Graphics Communications Certificate - CGCM120, 121, 250, 720	40.00	40.00	40.00	3	4	
Communications and Design - Graphics Communications Certificate - CGCM130, 230	20.00	20.00	20.00	3	4	
Communications and Design - CDFA 840 - Start your own Fashion Bus	25.00	25.00	25.00	3	4	
Community Services - Internationally Educated Professional Nutritionists - CFNS200	40.00	40.00	40.00	3	4	
Chemical Engineering CH001						
Chemical Engineering co-operative Education	3,500.00			5	3	
Child and Youth Care						
CYC302 (either Fall or Winter)	40.00			1	5	
Civil Engineering CV001						
Internship WKT121 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT221 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT291 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT321 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT421 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Computer Engineering CE001						
Internship WKT122 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT222 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT292 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT322 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT422 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs

2. C) Department Lab/Ancillary Fees cont'd

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
Creative Industries CR001						
Internship- all students in BA program	215.00 (200.00)			4/6	3	Increase in fee due to escalating costs
Contemporary Science - Co-operative Education	3,500.00			5	3	
SC001 3rd year				5	3	
SC001 4th year				5	3	
SC001 5th year				5	3	
Early Childhood Education EC001						
CLD111	6.00			2	4	
CLD212	6.00			2	4	
CLD161	-	15.00		2	4	
CLD363 (for George Brown & Direct Entry Students only)		15.00		2	4	
CLD215	10.00			2	4	
Electrical Engineering EE001						
Internship WKT223 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT293 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT323 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT423 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Fashion FA001/FA002						
All students	140.00			1/2/3/6	1	
Master of Fashion (FS001) all years	75.00			1/2/3/4	4	
Geographic Analysis GE001						
GEO773 (optional field trip)	1,400.00			1	3	
GEO714	25.00	25.00		2/3	1	
GEO719	25.00	25.00		2/3	1	
GEO419	25.00	25.00		2/3	1	
GEO 643 - (compulsory field trip - **Fall or Winter based on enrollment)	150.00	**		1	3	
GEO724	25.00	25.00		2/3	4	
GEO301	25.00	25.00		2/3	1	
GEO 302	25.00	25.00		2/3	1	
GEO001/BA001 Plan - BAGEOANLYS - 1st year printing only	25.00	-		2/3	3	
GEO 131	50.00	50.00		1	3	
GEO 141	50.00	50.00		1	3	
GEO001/BA001 Plan - BAGEOANLYS - 2nd year	50.00			2/3	3	
GEO001/BA001 Plan - BAGEOANLYS - 3rd year	35.00			2/3	3	
GEO001/BA001 Plan - BAGEOANLYS - 4th year	25.00			2/3	3	
EUS880 (optional field trip; fee will vary by destination)		1,800.00		1	3	
Graphic Communications Management GC001						
All students	250.00			1/2/3/4/6	3	
Hospitality and Tourism Management HT001						
All students	28.00	28.00		1/2/3/4	4	
Hospitality and Tourism Management co-operative education	3,500.00			5	3	

2. C) Department Lab/Ancillary Fees cont'd

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
Image Arts IM001/IM002/IM003/PM001						
All undergraduate students	160.00	-		1/2/3/4/6	4	
Master of Fine Arts	230.00			1/2/3/4/6	4	
All grad students in Photographic Preservation & Collections Management	230.00			1/2/3/4/6	4	
Industrial Engineering IE001						
Internship WKT126 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT226 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT296 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT326 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT426 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Interior Design ID001						
ID001 - 1st year	443.30			1/2/3/4/6	4	
ID001 - 2nd year	700.00			1/2/3/4/6	4	
ID001 - 3rd year	420.00			1/2/3/4/6	4	
ID001 - 4th year	420.00			1/2/3/4/6	4	
Masters of Interior Design (MID)	420.00			6	3	
International Economics and Finance IC001						
Internship WKT77A & ECN 900	1,250.00			6	3	
Journalism JO001/JN001						
All graduate & undergraduate students						
- Grad account codes	150.00	150.00		2/3/4/6	3	
- UG account codes	150.00	150.00		2/3/4/6	3	
Undergraduate students taking summer magazine option	150.00		150.00	2/3/4/6	3	
Faculty of Law						
All Students	100.19			2/4	4	
Mechanical Engineering ME001						
Internship WKT127 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT227 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT297 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT327 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT427 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Mechatronics Engineering						
Internship WKT128 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT228 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT294 (2 work terms) (work term offered in Fall/Winter/Spring)	1,366.00 (1,300.00)			6	3	Increase in fee due to escalating costs
Internship WKT238 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs
Internship WKT248 (work term offered in Fall/Winter/Spring)	683.00 (650.00)			6	3	Increase in fee due to escalating costs

2. C) Department Lab/Ancillary Fees cont'd

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
Medical Physics - co-operative education PH001	3,500.00			6	3	
Midwifery MW001/MW002/MW003						
MWF250	0.00 (200.00)			4	2	Fee no longer required as course is replaced by MWF251 and MWF 252 with new curriculum
MWF344	1,000.00 (629.00)			4	2	Fee increase
MWF345		300.00	0.00 (101.00)	4	2	Fee increase
Nursing NU001 - NU009						
NU001- All 4th year in Collaborative Nursing Program	95.89 (141.00)	11.00		2/4	3	Fee decrease due to change in student learning materials
NU001- 3rd year students	11.00	11.00		2	3	
NU001- 1st year students	19.95 (11.00)	11.00		2/4	3	Fee increase for student learning materials
NU001- 2nd year students	90.12 (11.00)	11.00		2/4	3	Fee increase for student learning materials
NU004	11.00	11.00		2	3	
NU005	11.00	11.00		2	3	
NU006	11.00	11.00		2	3	
NU008	7.75	7.75		4	3	
Nutrition FN001						
FND100		40.00		2/3	4	
FNS200	40.00			2/3	4	
FND401	15.00			2/3		
FN001 years 1 and 2	10.00	20.00		2/3	4	
FN001 years 3 and 4	15.00	15.00		2/3	4	
PROGRAM NC001						
MHSc in Nutrition Communications NC8301/NC8302						
NC8301; NC8302 -Practicum placement option (charged in 3rd and 4th semester of study)	1,800.00	1,800.00	1,800.00	6	4	
PM Diploma Dietetics (Graduate program) with SMH & Sick Kids	1,800.00	1,800.00	1,800.00	6	4	
PM Diploma Dietetics (Graduate program) -with North York General & Sunnybrook	1,800.00	1,800.00	1,800.00	6	4	
Media Production RT001/RT002						
RT001 and RT002 - all years	175.00			1/2/3/4/6	4	
RTA999 - Room & Board - RTA in LA program			2,310.00 (2,200.00)	1	5	Increase in fee due to escalating costs
MP8922- Business Case Studies in Communication- RTA in LA program			2,310.00 (2,200.00)	1	5	Increase in fee due to escalating costs
New Media RT003						
Undergraduate students - Media Students now included in the RTA School of Media	155.00			1/2/3/4/6	4	
RTA321 Introduction to Tangible Media	150.00			4	2	
RTA223 Designing Material Experiences		25.00		4	2	
RTA832 Cybernetics and Body Centric Technologies	100.00			4	2	
Sports Media Program RT004						
All undergraduate students	210.00			1/2/3/6	4	
Graduate Studies - Media Production MD001						
Media Production (M.A.)	75.00			4	4	
Occupational and Public Health OC001/OC002/OC003						
OHS823		200.00		1	4	
Public Health and Safety co-operative Education	3,500.00			5	3	
Occupational Health and Safety co-operative Education	3,500.00			5	3	

2. C) Department Lab/Ancillary Fees cont'd

PROGRAM	PROPOSED 2024-25 FEE <i>(Previous year's fees noted in brackets where there have been changes)</i>					
	FALL	WINTER	SPRING	A CATEGORY	B REFUND	CHANGE
ProComm						
Undergraduate students	63.00 (50.00)			4	4	Increase in fee due to escalating costs
Graduate Students	63.00 (50.00)			4	4	Increase in fee due to escalating costs
Professional Music Program						
All Students in Professional Music program	200.00			4/6	4	
Retail Management RL001						
Field Trips - all years	10.00	10.00		1/2/3/4	4	
Retail Management co-operative education	3,500.00			5	3	
Social Work SW001						
SWP335	10.00			2/6	4	
SWP36A	10.00			2/6	4	
SWP50A	10.00			2/6	4	
Theatre School TH001/TH002/TH003						
Material fee (all students)	24.00			2	4	
THP 201 Production 2	235.00			2/3/4	4	
THP 315 Corsetry		100.00		2/3	3	
THP 325 Ward 3		50.00		2/3	3	
THP 328 Carps 3		50.00		2/3	3	
THP 333 Accessories		20.00		2/3	3	
THP 422 Paint		50.00		2/3	3	
THP 538 Props	50.00			2/3	3	
THP 612 Dye		50.00		2/3	3	
THP 648 Welding		75.00		2/3	3	
Urban and Regional Planning UP001/UP002/UP003						
PLG531,532,533,534 (Field Research Project I, II, III.)	800.00			1	5	
PLG735,736 (Advanced Field Research IV,V,VI.)	800.00			1	5	
PLG731,732,733,734 (Advanced Field Research Project I, II, III.)	800.00			1	5	
UP001/002/003/UR001 (Urban & Regional Planning & Urban Development programs)	60.00			4	2	
PL8106 Planning Ethics		35.00		4	4	
Financial Mathematics co-operative education	3,500.00			5	3	
Mathematics and Its Applications co-operative education	3,500.00			5	3	

2. D) Service Fees

	2023-24 Rate	2024-25 Rate	\$ Increase
Challenge Credits	\$ 175	\$ 175	-
Letter of Permission****	\$ 50	\$ 50	-
Late Fees (per month)	1.25%	1.25%	-
Max Tuition Deposit undergraduate	\$ 600	\$ 600	-
Max Tuition Deposit graduate*	\$500/\$1000	\$500/\$1000	-
Tuition deposit - max non refundable portion (cancellation fee) - undergraduate **	\$ 500	\$ 500	-
Tuition deposit - non refundable portion (cancellation fee) - graduate*	\$ 500	\$ 500	-
TMU International Application fee	\$ 150	\$ 150	-
The Common Application Fee (TCA)	\$100 US	\$100 US	-
Transcript - paper****	\$ 30	\$ 30	-
Transcript - digital****	\$ 20	\$ 20	-
Replacement / management of Graduation Document	\$ 70	\$ 70	-
ID Card - initial issuance for CE	\$ 35	\$ 35	-
ID Card Replacement	\$ 35	\$ 35	-
NSF Cheque/Credit Card Rejections	\$ 50	\$ 50	-
Unreturned convocation gowns/hoods	\$ 200	\$ 200	-
Addition/Deletion to Registration Record	\$ 100	\$ 100	-
Late Request for Graduation Audit	\$ 30	\$ 30	-
Redeemable Failure Examination (supplemental exam)	\$ 50	\$ 50	-
Grad Studies Application Fee	\$ 110	\$ 110	-
Grad Studies Application Fee - MBA	\$ 150	\$ 150	-
Convocation Cost Recovery	\$ 55	\$ 55	-
Late Application to Graduate	\$ 50	\$ 50	-
Late Application for Transfer Credit	\$ 50	\$ 50	-
IEEQB Assessment Fee	\$ 45	\$ 45	-
Creative School Portfolio Assessment Fee	\$ 50	\$ 50	-
Architectural Science Portfolio Assessment Fee	\$ 50	\$ 50	-
Supplemental Application Form	\$ 90	\$ 90	-
TMU Application Fee (current students changing programs)	\$ 90	\$ 90	-
Licensure verification request: BScN	\$ 115	\$ 115	-
Licensure verification request: Nurse Practitioner	\$ 55	\$ 55	-
Licensure verification request: rush fee	\$ 50	\$ 50	-
Licensure verification request: courier fee	\$ 20	\$ 20	-
Licensure verification request: course descriptions (where required by non-Ontario licensing boards)	\$ 20	\$ 20	-
Degree verification/Confirmation of graduation (to employers or educational institutions)	\$ 20	\$ 20	-
Confirmation of Enrollment/Graduation letter***** (to former students)	\$ 20	\$ 20	-
Other Special Letters (to employers, etc.) ****/*****	Various	Various	-

* The graduate deposit fee is \$500 for all students except the MBA program (\$1,000) & Computer Networks (\$1,000). Deposit fee for FT graduate students is \$250. MCU policy allows the greater of \$500, or 10% of the fee and the non refundable portion.

** MCU approved maximum non-refundable deposit for new and returning undergraduate students is \$500

*** Cost recovery for other special letters (except graduation eligibility letters for which recoveries were eliminated by MCU policies).

**** Registrar's office has embarked on a digitization initiative to provide students with a secured, personalized credential wallet for academic credentials and documents. Digital transcripts and letters are provided through MyCreds a national credential network. Transcripts and letters offered through this service are subject to applicable taxes.

*****Verification service will be merged with online service provider

*****One letter will be issued at new cost

2. E) Student Residence Fees and Meal Plans

Pitman Hall, International Living Learning Centre (ILLC) and Daphne Cockwell Complex

Room Type	Program		Residence Student Governance*		Laundry	Communications Fee	Rent		Meal Plan **				OneCard Admin	Food Admin	Total 2024-25
	Fee \$	% Increase over 23/24	Fee \$	% Increase over 23/24			Fee \$	% Increase over 23/24	Meal Plan \$	% Increase over 23/24	Pitman apartment declining balance***	Flex \$			
Pitman Hall															
Single	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$9,619.00	3.0%	\$6,385.00	5.0%		\$450.00	\$35.00	\$50.00	\$17,110.06
Semi-private (paired)	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$10,396.00	3.0%	\$6,385.00	5.0%		\$450.00	\$35.00	\$50.00	\$17,887.06
Double	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$7,846.00	3.0%	\$6,385.00	5.0%		\$450.00	\$35.00	\$50.00	\$15,337.06
Suite (apartment)	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$11,188.00	3.0%	\$4,557.00 \$6,385.00	5.0% 5.0%		\$450.00 \$450.00	\$35.00 \$35.00	\$50.00 \$50.00	\$16,851.06 \$18,679.06
											\$1,350.00			\$35.00	\$13,194.06
ILLC															
Single	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$11,835.00	3.0%	\$6,385.00	5.0%		\$450.00	\$35.00	\$50.00	\$19,326.06
Double	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$8,720.00	3.0%	\$6,385.00	5.0%		\$450.00	\$35.00	\$50.00	\$16,211.06
Daphne Cockwell Complex															
2 Bedroom Standard****	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$13,652.00	3.0%	\$4,557.00 \$6,385.00	5.0% 5.0%		\$450.00 \$450.00	\$35.00 \$35.00	\$50.00 \$50.00	\$19,315.06 \$21,143.06
4 Bedroom Standard****	\$45.42	0%	\$59.64	0%	\$50.00	\$416.00	\$12,983.00	3.0%	\$4,557.00 \$6,385.00	5.0% 5.0%		\$450.00 \$450.00	\$35.00 \$35.00	\$50.00 \$50.00	\$18,646.06 \$20,474.06

* Governance fee is allocated to the Residence Council.

** Meal plan was revamped in 18-19 as an "all you can eat" one rate meal plan with additional retail location flexibility, refer to University website for further details.

*** Pitman apartment tenants may opt for a minimum mandatory meal plan

**** Price differential between 2 and 4 bedrooms reflects the inclusion of kitchens in the 2 bedrooms allowing residents to choose the 5 vs 7 day meal plan.

Appendices

SMA3 Performance Metrics

SMA3 Funding Metric	Historical Results (Most Recent Years)	2023-24 Target	2023-24 Minimum Allowable	2023-24 Result
Graduate Employment Rate in Related Field	89.1%, 89.4%, 89.6%, 92.0%, 88.6%	92.51%	89.56%	91.52%
Institutional Strength/Focus (<i>as % of total enrolment</i>)	51.4%, 51.5%, 52.1%, 52.2%, 52.7%	51.46%	49.92%	53.85%
Graduation Rate	72.5%, 74.4%, 75.1%, 75.3%, 76.4%	75.59%	74.83%	77.05%
Research Funding & Capacity (<i>% of Ontario system total</i>)	1.8%, 1.8%, 1.9%, 2.0%, 2.1%	1.97%	1.87%	2.19%
Community/Local Impact (<i>total enrolment as % of Toronto population</i>)	2.3%, 2.3%, 2.4%, 2.5%, 2.5%	2.45%	2.38%	2.50%
Economic Impact: Number of start-ups (<i>institution-specific metric</i>)	325, 354, 335, 361, 419	398	350	402
Graduate Earnings (<i>median earnings after 2 years</i>)	\$49,684, \$50,494, \$50,827	\$50,669	\$50,089	\$52,860
Experiential Learning	62.3%, 63.7%, 65.0%, 65.5%, 66.7%	66.28%	65.38%	67.91%
Innovation (Private Sector Research Funding)	\$13.1M, \$15.0M, \$15.0M	\$14.2M	\$13.1M	\$16.5M
Skills & Competencies	N/A			NSSE2023 participant

Notes:

Performance-based funding was activated in 2023-24. Beginning at 10% (\$25.4M in the case of Toronto Metropolitan University) rather than the previously planned 55%. For 2024-25, performance-based funding will account for 25% of operating funds. The ministry has added a "stop-loss" mechanism to cap losses for performance falling below 95% of target.

2023-24 Core Performance Measures

Indicator	Short-term Results	Current Level (April 2024)	Previous Level (April 2023)	Short-term Target	Time-frame	Long-term Objective
Enable Greater Student Engagement and Success through Exceptional Experiences						
NSSE: Undergraduate entire educational experience rating* (triennial)	●	69.3% (2023)	71.4% (2020)	75% – 80%	2023-24	↔
CGPSS: Overall rating of the quality of graduate programs* (triennial)	●	84.3% (2022)	84.3% (2022)	83% – 88%	2025-26	↔
FTE enrolment as share of target	●	101% (2023)	98% (2022)	100%	2023-24	↔
Undergraduate	●	100% (2023)	101% (2022)	100%	2023-24	↔
Graduate	●					
CSRDE: Percentage of students retained from Year 1 after 1 Year	●	89.7% (2023)	88.3% (2022)	86% – 91%	2023-24	↑
CSRDE: 6-year graduation rate	●	76.6% (2023)	74.4% (2022)	70% – 72%	2023-24	↑
Master's completion rates within 3 years	●	87.6% (2023)	88.8% (2022)	89% – 91%	2023-24	↔
Increase SRC Excellence, Intensity and Impact						
Value and number of peer-adjudicated research grants per eligible faculty member	●	\$25,333 (2023)	\$23,687 (2022)	\$20,900 – \$24,000	2023-24	↑
	●	0.41 (2023)	0.39 (2022)	0.55	2023-24	↑
Total External Research Funding	●	\$90.9M (2023)	\$85.2M (2022)	\$75M – \$110M	2024-25	↑
Foster an Innovation Ecosystem						
Zone Learning Enrolment (FFTE)	●	545 (2023)	532 (2022)	900 – 1,000	2023-24	↑
Expand Community Engagement and City Building						
Mean entering average from secondary school	●	86.1% (2023)	88.3% (2022)	83% – 85%	2023-24	↑
Mean entering average in Master's programs	●	B+ (2023)	B+ (2022)	B+	2023-24	↔
Positive print and online references to TMU	●	20,426 (2023)	18,920 (2022)	5,700	2023-24	↔

Results: ● & amber lettering = below short-term target ● & green lettering = at or above short-term target ○ & black lettering = target applies to later year

Objective: ↑ Long-term improvement ↔ Long-term maintenance

*Percentage of students reporting good or excellent

Abbreviations: Consortium for Student Retention Data Exchange (CSRDE), National Survey of Student Engagement (NSSE), Canadian Graduate and Professional Student Survey (CGPSS)

Setting 2024-25 Core Performance Measures

Indicator	Short-term Results	Current Level (April 2024)	Previous Level (April 2023)	Short-term Target	Time-frame	Long-term Objective
Enable Greater Student Engagement and Success through Exceptional Experiences						
NSSE: Undergraduate entire educational experience rating* (triennial)	🟡	69.3% (2023)	71.4% (2020)	75% – 80%	2026-27	↔️
CGPSS: Overall rating of the quality of graduate programs* (triennial)	🟢	84.3% (2022)	84.3% (2022)	83% – 88%	2025-26	↔️
FTE enrolment as share of target	🟢	101% (2023)	98% (2022)	100%	2024-25	↔️
Undergraduate	🟢	100% (2023)	101% (2022)	100%	2024-25	↔️
Graduate	🟢					
CSRDE: Percentage of students retained from Year 1 after 1 Year	🟢	89.7% (2023)	88.3% (2022)	86% – 91%	2024-25	⬆️
CSRDE: 6-year graduation rate	🟢	76.6% (2023)	74.4% (2022)	70% – 72%	2024-25	⬆️
Master's completion rates within 3 years	🟡	87.6% (2023)	88.8% (2022)	89% – 91%	2024-25	↔️
Increase SRC Excellence, Intensity and Impact						
Value and number of peer-adjudicated research grants per eligible faculty member	🟡	\$25,333 (2023) 0.41 (2023)	\$23,687 (2022) 0.39 (2022)	\$20,900 – \$24,000 0.55	2024-25 2024-25	⬆️ ⬆️
Total External Research Funding	🟢	\$90.9M (2023)	\$85.2M (2022)	\$75M – \$110M	2024-25	⬆️
Foster an Innovation Ecosystem						
Zone Learning Enrolment (FFTE)	🟡	545 (2023)	532 (2022)	600 – 800	2024-25	⬆️
Expand Community Engagement and City Building						
Mean entering average from secondary school	🟢	86.1% (2023)	88.3% (2022)	83% – 85%	2024-25	⬆️
Mean entering average in Master's programs	🟢	B+ (2023)	B+ (2022)	B+	2024-25	↔️
Positive print and online references to TMU	🟢	20,426 (2023)	18,920 (2022)	14,000	2024-25	↔️

Results: 🟡 & amber lettering = below short-term target 🟢 & green lettering = at or above short-term target ○ & black lettering = target applies to later year

Objective: ⬆️ Long-term improvement ↔️ Long-term maintenance

*Percentage of students reporting good or excellent

Abbreviations: Consortium for Student Retention Data Exchange (CSRDE), National Survey of Student Engagement (NSSE), Canadian Graduate and Professional Student Survey (CGPSS)

DRAFT RESOLUTION

Re: 2024-25 University Budget

WHEREAS government funding commitments have not been confirmed; and

WHEREAS the University budget is subject to government funding commitments;

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the preliminary 2024-25 University Budget, as presented.

April 30, 2024

DRAFT RESOLUTION

Re: 2024-25 University Fees

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the 2024-25 Domestic Tuition Fees (including Continuing Education); International Fees; Non tuition-Related Fees; Departmental Lab/Ancillary Fees; Service Fees; Residence Fees and Meal Plans, as presented.

April 30, 2024

BOARD OF GOVERNORS
April 30, 2024

AGENDA ITEM: Sexual Violence Policy Review

STRATEGIC OBJECTIVES:

- ☐ Academic
- ☐ Student Engagement and Success
- ☐ Space Enhancement
- ☐ Reputation Enhancement
- ☐ Financial Resources Management
- ☒ Compliance (e.g. legislatively required)
- ☐ Governance

ACTION REQUIRED: Approval

SUMMARY:

In October 2023, as part of a regular review process required by the Ministry of Colleges and Universities, Toronto Metropolitan University (the “University”) began the review of the *Sexual Violence Policy* (the “Policy”). The policy review process resulted in a number of changes including:

1. Several revisions in the definitions section of the Policy to support greater education and clarity. There has also been a move away from unnecessarily legalistic, violent or punitive language (i.e. adjudication, violation, sanction etc.).
2. More clarity has been provided in regards to when the University has jurisdiction under the Policy over incidents that occur online and off-campus.
3. Parameters of consent have been reviewed to more clearly account for when there is an imbalance of power. The Policy outlines when there are professional roles or authority, and there is a risk that consent is not freely given in romantic or sexual activities or relationships.
4. The Policy has been updated to outline the role of Workplace Wellbeing Services in supporting faculty and staff who have been affected by sexual or gender-based violence.
5. Timelines have been updated in terms of notices, decision and appeals procedures to reflect the complexity and thoroughness of decision-making. The timeline for Human Rights Services to notify the complainant and respondent of receipt of the final report from the investigator and appointment of a decision maker on their complaint increased to ten (10) business days from five (5) business days. The timeline for the decision maker to render their decision has been increased to thirty (30) business days from twenty (20) business days. The timeline for the appeal decision maker to communicate their appeal

decision has increased to twenty (20) business days from fifteen (15) days.

6. The Policy adopts the full legislated definition of sexual misconduct from *Strengthening Post-secondary Institutions and Students Act* (Bill 26).
7. In the cases of sexual misconduct, the appeal process for non-unionized employees was updated to create consistency between unionized and non-unionized employees. Now, non-unionized employees may only internally appeal the process and findings, and not sanctions, which is aligned with unionized employees' grievance right.

BACKGROUND:

The University's *Sexual Violence Policy* was first approved by the Board of Governors in June 2015 and was last reviewed in 2021.

The *Sexual Violence and Harassment Action Plan Act* sets out that all universities and colleges are required to review their sexual violence policies every three (3) years and facilitate opportunities for student input. In order to maintain our commitment to excellence and fairness of process, and to comply with the legislative requirements, the University's *Sexual Violence Policy* was reviewed this year.

The Policy review involved a consultation process with the University's community. Students, faculty, and contract lecturers were invited to contribute feedback about the Policy through online surveys, town halls and targeted sessions. There were also feedback sessions with administrators of the Policy and subject-matter experts, union representatives for faculty, contract lecturer, staff unions, undergraduate and graduate student unions and other stakeholders.

COMMUNICATIONS STRATEGY:

Upon approval by the Board of Governors, the revised policy will be shared with the University community and the public by posting on the University's website. An article updating the community about the updated Policy will also be shared on TMU Today.

ATTACHMENTS: *Sexual Violence Policy* Review Presentation
Companion Document to the Draft *Sexual Violence Policy*
Sexual Violence Policy with tracked changes
Final Version of the *Sexual Violence Policy*

PREPARED BY:

Name: Ahmed Ahmed, Strategic Advisor and Senior Resolution Officer, Human Rights Services
Stephanie Santos, Intake and Support Administrator
Date: April 8, 2024

APPROVED BY:

Name: Tanya (Toni) De Mello, Vice-President, Equity and Community Inclusion

Date: April 8, 2024

Sexual Violence Policy Review

April 30, 2024 | Board of Governors

Presented by Dr. Tanya (Toni) De Mello
Vice-President, Equity and Community Inclusion

Also on behalf of joint policy owners:

Dr. Roberta Iannacito-Provenzano
Provost and Vice-President, Academic

Dr. Saeed Zolfaghari
Vice-President, Administration and Operations



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Context for Sexual Violence Policy Review



- The Sexual Violence Policy (SVP) Review is required by the *Sexual Violence and Harassment Action Plan Act*.
- Strengthened relationships with key partners and stakeholder groups and received input on policy updates/revisions.
- Ensured the university has a consultation and review process in place for the future.
- Student focused

2

Background



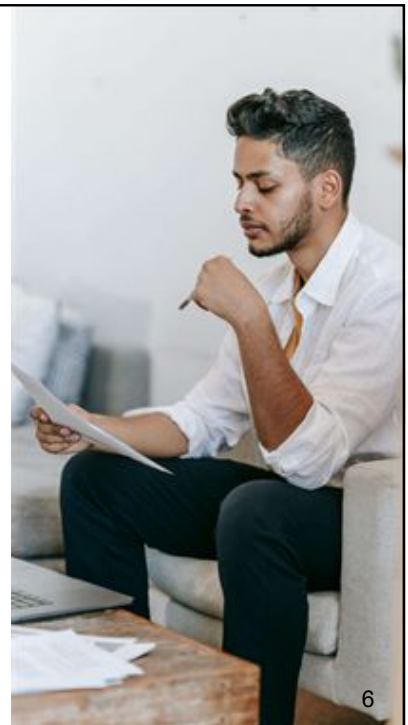
Scope of SVP Review

- **Engagement strategy**
 - **Round 1:** Town halls, targeted sessions with stakeholders (staff, faculty, students) and online survey to receive feedback on areas of consideration and discussion questions (Oct. 23 to Nov. 3, 2023).
 - **Round 2:** Targeted sessions with stakeholders (staff, faculty, students unions) and an online survey to review a draft of the revised policy (Feb. 13 to Mar. 1, 2024).
- **Communications and targeted outreach**
- **Review and approval cycles (communications and policy revisions)**
- **Final revised policy approval (Policy Owners and Board of Governors)**



Substantive changes to the SVP

- ➡ Language is more accessible and easier to understand.
- ➡ More clarity in regards to when the university has jurisdiction under the SVP over incidents that occur online and off-campus.
- ➡ More robust definition of sexual violence reflects that it is an umbrella term that encompasses a range of manifestations of sexual violence.



More robust definition of sexual violence

Sexual violence is “an umbrella term that covers any sexual act or act targeting a person’s sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person’s consent. Sexual violence is, at its core, an abuse of power.”

—Ministry of Colleges and Universities



Substantive changes to the SVP

- ➡ Definition of the TMU community has been revised to give more clarity and provide examples.
- ➡ Parameters of consent have been reviewed to more clearly account for when there is an imbalance of power.
- ➡ Updates to outline the role of Workplace Wellbeing Services support for faculty and staff.
- ➡ Timelines have been updated in terms of notices, decisions, and appeals procedures.



Timelines updated in three circumstances

Circumstances	Previous timeline	Revised timeline
Timeline for HRS to notify the complainant/respondent of receipt of the final report from the investigator & who has been appointed as the decision maker	5 business days	10 business days
Timeline for the decision maker to render their decision	20 business days	30 business days
Timeline for the appeal decision maker to communicate their appeal decision	15 business days	20 business days

Legal obligations under *Strengthening Post-secondary Institutions and Students Act*

Addition of **sexual misconduct** definition:

- a. Physical sexual relations with the student, touching of a sexual nature of the student or behaviour or remarks of a sexual nature toward the student by an employee of TMU where,
 - i. the act constitutes an offence under the Criminal Code (Canada),
 - ii. the act infringes the right of the student under clause 7(3)(a) of the Human Rights Code to be free from a sexual solicitation or advance, or
 - iii. the act constitutes sexual misconduct as defined in this policy or contravenes this policy or any other policy, rule or other requirement of the University respecting sexual relations between employees and students, or
- b. Any conduct by an employee of TMU that infringes the right of the student under clause 7(3)(b) of the Human Rights Code to be free from reprisal or threat of reprisal for the rejection of a sexual solicitation or advance.

Additional changes that have been incorporated

Through the second round of consultations review process smaller, yet meaningful, changes were made stemming from community consultation, such as:

- More robust definition of sexual violence as it manifests on wireless technologies and through AI.
- Addition of economic and social control under the definition of Intimate Partner Violence.
- Note that restorative justice stems from Indigenous practices.





Conclusion

- Proposed changes focused on trauma-informed processes and procedural fairness, echoing community feedback that has been considered with thoughtfulness and care.
- TMU's SVP has been a model for other universities, serving as a widely adopted template.
- These changes reflect our responsiveness to community feedback and prioritization of enhanced accessibility and readability.
- The SVP Review is mandatory under *Sexual Violence and Harassment Action Plan Act* and was an opportunity to make significant improvements to the policy.



Questions

 **Email** | SVPreview@torontomu.ca

 **Website** | torontomu.ca/svp-review



Companion Document to the Draft Sexual Violence Policy

Disclaimer: Please note that this document does not cover all proposed changes, but focuses on a high level overview of the major revisions.

As part of the Sexual Violence Policy (“SVP or the Policy”) review process, stakeholders were engaged in a consultation, and the following are the proposed draft revisions to the SVP:

- The Policy should be more accessible and written in plain language.
- The opening sections of the Policy have been updated. For example:
 - The *Introduction* and *Purpose* sections of the Policy have been strengthened to reflect TMU’s commitment to an environment free of sexual violence, the wellbeing of all TMU community members, and a complaint resolution process that is trauma-informed, procedurally fair and which holds those who have breached the Policy accountable.
 - The Policy now includes a *Values and Guiding Principles* section, consistent with other policies at TMU.
- The structure/order of some sections of the Policy have been rearranged to ensure clearer delineation between the sections on *Education and Support*, and the *Complaint Resolution Process*, which is separated into *Policy and Principles* and *Procedures*.
- To support greater education and clarity, the Policy has made several revisions in its definitions. Please view the table at the bottom of the document for a detailed overview of the changes in this section. (Appendix A)
 - The *Definitions* section has been moved up, and core concepts have been defined or updated, for example trauma-informed process, reprisal and restorative justice.
 - A more robust definition of Sexual Violence, which reflects that it is an umbrella term that encompasses a range of manifestations of sexual violence. The Policy also now provides definitions for those manifestations of sexual violence.
 - The definition of the TMU community has been revised.
- The Parameters of Consent reflect that where there is an imbalance of power, there is a risk that consent is not freely given in a romantic relationship or sexual activity.
- Support for People Affected by Sexual Violence clarifies that survivors of sexual violence are entitled to support regardless of whether they commence or participate in a complaint resolution process under this Policy.

- The Confidentiality section has been updated, and the limits to confidentiality have been identified to provide greater transparency.
- The Policy has been updated to outline the role of Workplace Wellbeing Services in supporting faculty and staff who have been affected by sexual or gender-based violence.
- The Policy has been updated to outline the role of the Office of Student Care in supporting student respondents.
- The *Application and Scope* section has been updated to provide more transparency on when the University has jurisdiction under the SVP over incidents that occur online and off-campus.
- Timelines have been updated in three circumstances:
 - The timeline for Human Rights Services to notify the complainant and respondent of receipt of the final report from the investigator and inform them who has been appointed as the decision maker on their complaint has been increased to 10 business days from the current 5 business days.
 - The timeline for the decision maker to render their decision has been increased to 30 business days from the current 20 business days to reflect the complexity and thoroughness of decision-making.
 - The timeline for the appeal decision maker to communicate their appeal decision has increased to 20 business days from the current 15 days to reflect the complexity and thoroughness of decision-making.
- The Policy has been updated to reflect TMU's legal obligations under Bill 26, [Strengthening Post-Secondary Institutions and Students Act, 2022](#).
- The Policy adopts the full legislated definition of Sexual Misconduct from Bill 26.
- In the cases of sexual misconduct, the appeal process for non-unionized employees was updated to create consistency between unionized and non-unionized employees. Now, non-unionized employees may only internally appeal the process and findings, and not sanctions, which is aligned with unionized employees' grievance right.

Definitions		
Updated definitions <ul style="list-style-type: none"> • Complainant • Disclosure • Report • Respondent • Sexual Harassment • Student • Survivor • TMU community 	New definitions <ul style="list-style-type: none"> • Complaint • Complaint resolution process • Cyber-flashing • Cybersexual Violence • Decision • Decision Maker • Gender-Based Violence • Indecent Acts • Intimate Partner Violence • Reprisal • Revenge Porn • Sexting • Sexual or Romantic Coercion • Sexual Innuendos • Sexual Misconduct • Sexual Solicitation • Stalking • Stealthing • Voyeurism 	Definitions which have been removed <ul style="list-style-type: none"> • Adjudication • First responder • Person accused • Procedural fairness* • Progressive discipline** • Student groups <p>*Updated and explained in detail in the Complaint Resolution Process section</p> <p>**Progressive Discipline is addressed in collective agreements, so it is not addressed in the SVP in any detail.</p>

Sexual Violence Policy

Related Documents: [Discrimination and Harassment Prevention Policy; \(PDF file\); Student Code of Non-Academic Conduct \(Policy 61\); Housing & Residence Life Community Standards; \(PDF file\); Workplace Violence Prevention and Response Guide; Workplace Civility and Respect Policy; \(PDF file\); Guideline under the Sexual Violence Policy: Consensual Romantic or Sexual Relationships and Activities; Guidelines for Managing Real, Potential, and Perceived Conflicts of Interest; Acceptable Use of Information Technology Policy](#)

Owner: Provost and Vice-President, Academic; Vice-President, Administration and Operations; and Vice-President, Equity and Community Inclusion

Approver: Board of Governors

Approval Dates: 2015; 2016; 2019; 2021, xx

Review Date: Every three (3) years

I.—

I. Introduction

~~Toronto Metropolitan University (“TMU” or “University”) is committed to fostering learning, working, and living environments free from sexual violence and will not tolerate it in any form. Sexual violence is a serious problem that needs demands attention and intervention throughout society and within institutions. Acts Sexual violence impacts all members of sexual violence have a significant impact on the TMU community, including survivors, their friends and family members families, and on those who work closely with survivors as supporters, advocates and educators. It is the most underreported criminal activity and through many sources, it is known that To ensure the number well-being of disclosed or reported incidents on campuses do not reflect the true number of assaults faced by TMU community members of the Ryerson community. Many incidents of sexual violence at their core involve an abuse of power.~~

I. II. Purpose

~~Ryerson University is committed to combating combatting sexual violence in all its forms in its community. Sexual violence is unacceptable through education and will not be tolerated. Individuals awareness and groups who commit or attempt by responding to commit acts incidents of sexual violence will be held accountable through a process that is trauma-informed, procedurally fair and holds those who have breached this Sexual Violence Policy (“Policy”). accountable.~~

II. Purpose

~~ensures procedural fairness. This policy makes clear this~~The purpose of the Sexual Violence Policy is to establish TMU's commitment to addressing sexual violence and rape culture through survivor support, fostering and promoting a culture of consent, awareness, education, training and prevention programs, survivor support, the appropriate handling of reports or complaints of incidents of sexual violence incidents, ~~and to fostering and promoting a culture of consent~~holding those who cause harm accountable.

This ~~policy~~Policy is intended to:

- ~~a. a.—~~Comply with all legislative requirements, including the Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19, the Ontario Human Rights Code, R.S.O. 1990, and the Occupational Health and Safety Act, R.S.O. 1990, c 0.1.
- ~~b. Outline TMU's statement of values and~~ commitments to raise awareness and ~~educate about sexual violence;~~provide education to community members to promote a culture of consent in which everyone has a responsibility to understand and prevent sexual violence.
- ~~c. b.—~~Prevent sexual violence and reduce the risk of sexual violence incidents; ~~;~~
- ~~e.—~~Promote a culture of consent in which everyone has a responsibility to prevent sexual violence;
- ~~d. d.—~~Respond to the needs of survivors in the ~~Ryerson~~TMU community for support and empowerment; ~~and~~ ~~;~~
- ~~e. e.—~~Outline ~~the~~a procedurally fair complaint resolution process for ~~making reports or responding to~~ complaints ~~to initiate~~ and reports of sexual violence, including alternative resolution or investigation and ~~adjudication decision-making~~ processes ~~on campus.~~
- ~~f. III.—~~Outline accountability measures for those who are found to have breached this Policy.

~~a. Application and Scope~~

~~This policy applies to all members of the Ryerson community:~~

- ~~a.— On campus — With respect to the adjudication of reports or complaints outlined in Section V, Part Two of this policy, the scope includes incidents of sexual violence where the respondent is a member of the Ryerson community and which take place on university land and premises either rented or owned, or using university-owned or run property or equipment including, but not limited to, telephones, computers and computer networks.~~
- ~~b.— Off campus — With respect to the adjudication of reports or complaints outlined in Section V, Part Two of this policy, the scope includes incidents of sexual violence that occur off campus where the respondent is a member of the Ryerson community and:~~
 - ~~i.— When the incident is part of a Ryerson course, co-op, experiential learning or organized class activity;~~
 - ~~ii.— When the incident is part of a Ryerson event that has been defined as such; or~~
 - ~~iii.— In exceptional circumstances, when the potential consequences of the incident may adversely affect the complainant's course of learning, teaching or work at the university.~~

~~In the event that a conflict arises between the provisions of this policy and any relevant collective agreement, the terms of the collective agreement prevail.~~

~~This policy and its procedures may continue to apply even if a person's relationship with Ryerson changes or terminates. Procedures under this policy may be initiated or completed even if the respondent is no longer a Ryerson community member.~~

~~III.~~ **IV.—Definitions**

~~a.—Adjudication: The process of making an official decision after a report or complaint of sexual violence is made.~~

~~b.—Complainant: When a report or complaint is made under this policy for initiating an investigation/adjudication, the person filing the complaint is referred to as the complainant.~~

~~a. c.—~~ **Sexual Violence**

~~i. —~~ **Consent:** The active, ongoing, informed and voluntary agreement to engage in physical contact or sexual activity. ~~Consent cannot be given by someone who is incapacitated (such as by drugs or alcohol), unconscious, or otherwise unable to understand and voluntarily given consent.~~ Please also refer to Section V: Policy, Part One: Education and Support, a. Parameters of Consent.

~~d.—Disclosure: When someone chooses to inform a Ryerson community member about an incident where they were subjected to sexual violence.~~

~~e.—First Responder: The person to whom the survivor initially disclosed. This could be a friend or university employee. They may be significantly affected by the disclosure of sexual violence and may also be in need of support.~~

~~f.—Person Accused: A person who has been accused of committing sexual violence. They are referred to as a respondent when a report or complaint is made against them under this policy.~~

~~g.—Procedural Fairness: Provides parties with a fair process in resolving disputes. The concept requires transparency, equal communication and fairness.~~

~~h.—Progressive Discipline: Decision makers have a range of sanctions to determine how to appropriately address an incident. They will consider a respondent's disciplinary history, the severity of the incident and the impact of the incident when determining sanctions.~~

~~i.—Rape Culture: A culture in which dominant ideas, social practices, media images, and societal institutions implicitly or explicitly condone sexual assault by normalizing or trivializing sexual violence and by blaming survivors for their own abuse.~~

~~j.—Report or Complaint: A report or complaint of an incident of sexual violence for the purposes of initiating investigation/adjudication on or off campus.~~

~~k.—Respondent: When a report or complaint is made under this policy for initiating an investigation/adjudication, the person accused and whom the complaint is made against is referred to as the respondent.~~

~~l.— Ryerson Community: Students, Student groups, Ryerson employees, contractors, appointees, volunteers, alumni and invited guests.~~

~~m.— Sexual Assault: Any kind of sexual contact without mutual consent. It can include unwanted kissing, fondling, oral or anal sex, intercourse, or other forms of penetration, or any other unwanted act of a sexual nature.~~

~~n.— Sexual Harassment: A course of unwanted remarks, behaviours, or communications of a sexually oriented nature and/or a course of unwanted remarks, actions that promote gender-based violence, or behaviours or communications based on gender— where the person responsible for the remarks, actions, behaviours or communications knows or ought reasonably to know that these are unwelcome. Sexual harassment may consist of unwanted attention of a sexually oriented nature such as personal questions about one's sex life, persistent requests for a "date", or unwelcome remarks about someone's hair, body shape, etc. Sexual harassment may also consist of unwelcome remarks based on gender which are not of a sexual nature but which are demeaning such as derogatory gender based jokes or comments.~~

ii. ~~e.— Sexual Violence: Any~~An umbrella term that covers any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, ~~that is committed, threatened or attempted against a person without the person's consent. This includes, but~~Sexual violence is not limited to sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, sexual exploitation, degrading sexual imagery, distribution, at its core, an abuse of sexual images or video of a community member without their consent, and cyber harassment or cyber stalking of a sexual nature~~power.~~

iii. ~~p.— Student: Currently~~Rape Culture: A culture in which dominant ideas, social practices, media images, and societal institutions implicitly or explicitly condone or excuse sexual violence by normalizing or trivializing sexual violence and by blaming survivors for the abuse.

b. Sexual Violence includes but is not limited to:

i. Cyber-flashing: Sending unsolicited sexual images to someone online, through various forms of technology, including but limited to Bluetooth or AirDrop transfers between devices.

ii. Cyber-sexual Violence: The use of technology or technological platforms (for example, artificial intelligence (AI), internet, cellular phones, emails, text messages, social media, software, communication and social applications or platforms, etc.) to engage in sexual violence or to sexually abuse, harass, threaten, coerce, monitor, or exploit another individual, including:

a. Creating, producing, publishing, distributing, transmitting, selling, making available or advertising an intimate image of a person without their consent. An intimate image includes but is not limited to a visual or audio recording of a person, a photographic, digital or video recording in which the person is nude or engaged in sexual activity.

- b. Spreading information online regarding a person's sexuality, sexual expression, practices, behaviour, or activities.
 - c. Non-consensual sexting, cyber-flashing, revenge porn, and cyber-stalking/surveillance.
 - iii. Gender-Based Violence: Violence directed against a person because of that person's gender or violence that affects persons of a particular gender disproportionately.
 - iv. Indecent Exposure: The deliberate act of exposing intimate parts of the body in a lewd or sexual manner in a public space.
 - v. Intimate Partner Violence: Behaviour within an intimate relationship that causes physical, sexual or psychological harm, including acts of physical aggression, sexual coercion, psychological abuse and controlling behaviours such as economic and social control. This definition covers violence by both current and former partners.
 - vi. Revenge Porn: Sharing of private, sexual materials, either photos, audio or videos, of another person without their consent.
 - vii. Sexting: Sending sexually explicit messages or images to someone through a phone using texts or apps.
 - viii. Sexual Assault: Any physical sexual contact without mutual consent. It can include unwanted kissing, fondling, intercourse, or other forms of penetration (including oral or anal sex), or any other unwanted act of a sexual nature.
 - ix. Sexual or Romantic Coercion: The use of emotional manipulation, unreasonable and persistent pressure, blackmail, threats, or the promise of rewards or special treatment to persuade someone to engage in sexual acts.
 - x. Sexual Harassment: A course of unwanted comments or conduct of a sexually oriented nature where the person responsible for the comments or conduct knows or ought reasonably to know that these are unwelcome. Sexual harassment may also consist of unwelcome comments or conduct based on gender or that promote gender-based violence, which are not of a sexual nature but are demeaning, such as derogatory gender-based jokes or remarks.
 - xi. Sexual Innuendos: Subtle and derogatory material charged with sexual references, such as jokes, pictures, suggestive remarks, and double-meaning comments.
 - xii. Sexual Misconduct: In accordance with *Bill 26, Strengthening Post-Secondary Institutions and Students Act, 2022*, sexual misconduct in relation to the treatment of a student by an employee of the University is defined as:
 - a. Physical sexual relations with the student, touching of a sexual nature of the student or behaviour or remarks of a sexual nature toward the student by an employee of TMU where,
 - i. the act constitutes an offence under the Criminal Code (Canada),

- ii. the act infringes the right of the student under clause 7(3)(a) of the Human Rights Code to be free from a sexual solicitation or advance, or
 - iii. the act constitutes sexual misconduct as defined in this policy or contravenes this policy or any other policy, rule or other requirement of the University respecting sexual relations between employees and students, or
- b. Any conduct by an employee of TMU that infringes the right of the student under clause 7(3)(b) of the Human Rights Code to be free from reprisal or threat of reprisal for the rejection of a sexual solicitation or advance.
- xiii. Sexual Solicitation: Sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement, where the person knows or ought reasonably to know that the solicitation or advance is unwelcome.
- xiv. Stalking: Pattern of repeated and unwanted attention or behaviours that collectively instil fear in a person or threaten a person's safety or mental health. Stalking can include persistent communication without consent, threatening or obscene gestures, surveillance, sending unsolicited gifts, and threats to harm a person's friends and/or family.
- xv. Stealthing: Non-consensual removal or purposefully damaging a condom during sexual intercourse.
- xvi. Voyeurism: The surreptitious observing of a person without their consent and in circumstances where they could reasonably expect privacy, including direct observation, by mechanical or electronic means, or recordings.

c. Complaint Resolution Process

- i. Complaint: A report to Human Rights Services by a person directly affected by an incident of sexual violence that initiates an assessment of whether a complaint resolution process or any other steps are appropriate under this Policy.
- ii. Complainant: The person who filed the complaint to initiate a complaint resolution process under this Policy. In certain circumstances, a complaint may proceed in accordance with this Policy with the University as the complainant.
- iii. Complaint Resolution Process: The process initiated under this Policy when Human Rights Services receives a complaint or report and determines that it falls within the jurisdiction of the University and meets the threshold to proceed through an alternative resolution or investigation process.
- iv. Decision: The process of making an official decision after a complaint or report of sexual violence has been investigated, including findings of whether there has been a breach of the Policy and a determination of whether any remedies or accountability measures are required.

- v. Decision Maker: The person in senior leadership, or their delegate, designated by the University as responsible for making a decision following an investigation under this Policy.
- vi. Disclosure: This Policy includes two types of disclosures:
 - a. Disclosure of Sexual Violence: when someone chooses to inform a TMU community member about an incident of sexual violence.
 - b. Disclosure of Consensual or Romantic Relationship by an Employee in a Position of Authority: the requirement of an employee in a position of authority to notify a relevant authority in writing of consensual romantic or sexual activities or relationships as required and outlined in Section IV (d), Values and Guiding Principles, Employees in Positions of Authority and Consensual Romantic or Sexual Activity or Relationships, below.
- vii. Report: A report to Human Rights Services of an incident of sexual violence that initiates an assessment of whether a complaint resolution process or any other next steps are appropriate under this Policy.
- viii. Reprisal: Retaliation or threatening or attempting to retaliate against a person for making a disclosure, a complaint or report of sexual violence, cooperating with or participating in a complaint resolution process or for otherwise pursuing their rights under this Policy.
- ix. Restorative Justice: Stemming from Indigenous practices, restorative or transformative justice is a set of approaches to resolving a complaint or report that requires a deep understanding of the harm caused, the needs of those affected, and the strategies for moving forward as a community and creating lasting change. Using processes such as community conferencing or circles, those who have caused harm and various stakeholders are actively engaged in understanding what happened and the impact of the harm caused, and they hold those who have harmed accountable and responsible not only for their past actions but for shaping the future.
- x. Respondent: The person who is alleged to have engaged in sexual violence and who is the subject of the complaint or report proceeding through a complaint resolution process under this Policy.
- xi. Survivor: An individual who has disclosed that they have experienced sexual violence. For the purposes of this Policy, the term "survivor" is used; however, people who have been subjected to sexual violence have the right to choose the language to be used when referring to them.
- xii. TMU community: TMU students, faculty, staff, contractors, volunteers, and guests.
 - a. Students include all currently enrolled students, ~~students who are eligible for re-enrollment~~ including full-time and part-time undergraduate and graduate students, including Chang School students, as well as former students if they were enrolled at the time of the alleged ~~violation or incident~~ of sexual violence.

q. ~~Student groups: Student organizations including student government, student and course unions, societies, clubs and groups.~~

r. ~~Survivor: An individual who has been subjected to sexual violence. They are referred to as a complainant when they file a report or complaint under this policy. For the purposes of this policy, the term “survivor” is used. People who have been subjected to sexual violence have the right to choose how they want to be referred to. There is a lot of debate over the use of victim or survivor; in the end it is up to the individual to choose how they want to be referred to.~~

~~V. Policy~~

~~Part One—Education and Support~~

~~1. Sexual Violence and Identity~~

b. Ryerson Faculty includes tenure and tenure-track faculty, librarians, professional counsellors, limited term faculty, contract lecturers, as well as adjunct, clinical and visiting faculty.

c. Staff includes all non-faculty employees, including full-time, part-time and casual employees.

IV. Values and Guiding Principles

a. Alignment of University Policies

i. This Policy is to be read in alignment with other relevant University policies, including the Discrimination and Harassment Prevention Policy, Student Code of Non-Academic Conduct (Policy 61), Workplace Civility and Respect Policy, and Conflict of Interest Policy.

b. Equity, Diversity, Inclusion and Belonging

i. TMU is committed to equity, diversity, inclusion and belonging. TMU is a diverse community, and every effort the University recognizes that efforts to address issues of sexual violence needs need to be grounded in an the understanding that each person’s experience will be affected by many factors including but not limited to sex, including the intersection of their identities, including their sex, gender identity and expression, experiences of colonization, intergenerational trauma, ancestry, race, ethnicity, language, ability, faith, disability, creed, age, socioeconomic status, and sexual orientation, and gender identity. It must be acknowledged that acts of sexual violence can also be acts of systematic oppression, including but not limited to sexism, racism, colonialism, ableism, homophobia, and/or transphobia.

ii. Sexual While sexual violence impacts people of all genders. The university, the University recognizes that sexual violence is overwhelmingly a form of gender-based violence that is predominantly committed against those who identify as women, and in particular women who gender-diverse people. Certain populations are more likely to experience gender-based violence based on the intersection of multiple identities such

~~as, including but not limited to Indigenous women, racialized women, Black women, trans women and women with disabilities. Additionally, the university recognizes that those whose gender identity and gender expression does not conform to historical gender norms are also at increased risk of sexual violence. Due to the complexities of violence experienced by people with intersecting identities, the university those who may also be Indigenous, Black, racialized, newcomers, transgender, queer, young, or disabled.~~

- iii. ~~The University~~ is committed to ensuring that its ~~responses, prevention efforts and~~ supports take an anti-oppressive and, ~~support services and complaint resolution processes apply a~~ trauma-informed approach ~~so that all community members can access these supports and services with care and an anti-oppression framework.~~ In addition, complaint resolution processes will comply with the principles of natural justice and procedural fairness.

c. Accountability

- i. ~~TMU Community members found to have engaged in sexual violence will be held accountable. In determining accountability measures, TMU will apply principles of proportionality and progressive discipline.~~

d. Employees in Positions of Authority and Consensual Romantic or Sexual Activity or Relationships

- i. ~~The University strongly discourages romantic or sexual activity or relationships involving all employees in positions of authority and any students or employees over whom they exercise authority. Should a consensual romantic or sexual activity occur or begin, the employee in a position of authority is required to make timely and confidential written disclosure of it to a relevant authority in accordance with this Policy and the Conflict of Interest Policy.~~

V. Policy

Part One - Education and Support

a. Parameters of Consent

~~b. 2. Awareness, Prevention, Education and Training~~

~~Consent Comes First (The Office of Sexual Violence Support and Education) will work with on- and off-campus partners including, but not limited to, student organizations and unions, Student Affairs staff, academic departments, Human Resources, the Office of Vice Provost Faculty Affairs, The Centre for Excellence in Learning and Teaching (The Learning and Teaching Office, Human Rights Services), and Community Safety and Security (Security and Emergency Services) to develop an annual education strategy that includes campaigns, training sessions, workshops, print and online resources, programs and events on a breadth of topics related to sexual violence on campus.~~

~~These campaigns will explore topics such as rape culture, consent culture, sexual assault awareness, how to seek support, resources for survivors, advice and resources for first responders, etc. The audience for these efforts would include employees, students and visitors to our campus. Education will include training on this policy, the prevention of sexual violence and responding to sexual violence, with content tailored to the audience and relevant to their roles and responsibilities in relation to this policy. A particular emphasis will be placed on educating new members of the Ryerson community about this issue through student and employee orientation activities.~~

~~Faculties and departments are encouraged to include education related to rape culture and sexual violence in course materials and program curriculum where appropriate. They are also encouraged to use trained facilitators who understand the sensitivity with which these topics must be raised, who have the skills to respond appropriately to disclosures and those who may be triggered by the content of the material or resulting discussions.~~

~~a. 3. Parameters of Consent~~

~~The university~~The University, through the efforts of the Office of Sexual Violence Support and Education (Consent Comes First) and its partners ~~will work, works~~ to promote a consent culture on campus based on the following principles:

- ~~i. a.~~ i. a.—Consent is active, not passive or silent. Consent must be affirmative, ongoing, informed, respectful and engaged. There is no consent when a person, by words or conduct, expresses a lack of agreement to engage in the activity.
- ~~ii. b.~~ ii. b.—Consent to one sexual act does not constitute or imply consent to a different sexual act. Consent can be rescinded or withdrawn when a person expresses, by words or conduct, a lack of agreement to continue to engage in the activity. ~~Consent to one activity does not imply consent to any other activity.~~
- ~~iii. c.~~ iii. c.—Consent cannot be given by a person who is incapacitated by alcohol or drugs or who is unconscious or otherwise lacks the capacity to give consent. A person is also incapable of consenting if they cannot understand the sexual nature of the activity or cannot understand that they may choose to decline to participate in the activity.
- ~~iv. d.~~ iv. d.—Consent must be freely given; ~~it, Consent~~ cannot exist under conditions of coercion. Consent cannot be obtained through implicit or explicit threats of violence; abuse of power, trust or authority, ~~threat of losing one's job; or threats, whether in relation to work, academic, professional, and extracurricular activities, opportunities, and outcomes or otherwise; or the~~ threat of releasing sensitive information.
- ~~v. e.~~ v. e.—Where there is an imbalance of power between individuals within the University that is the result of professional roles or authority, there is a risk that consent is not freely given in romantic or sexual activities or relationships. This may include romantic or sexual activities or relationships involving all individuals in positions of authority (including, without limitation, faculty, contract lecturers, managers, supervisors, coaches or trainers) and any students and/or employees over whom they exercise authority (for example and without limitation, with respect to grading, teaching, evaluating, advising, or supervising).

vi. It is the responsibility of the person who wants to engage in physical contact or sexual activity to make sure that they have consent from the other person(s) involved.

vii. f.—Consent is required regardless of the parties' relationship status or sexual history together.

viii. g.—Impaired judgment on the part of the person accused that leads them to think or believe there was consent is not an excuse for an act of sexual violence, and does not preclude the application of this Policy.

b. Awareness, Prevention, Education and Training

4. Commitment to Support and Accommodation for People Affected by Sexual Violence

~~All Ryerson students and employees should expect to receive support through the appropriate office if they are affected by sexual violence. Survivors may access supports, accommodations and/or academic considerations regardless of when, where or by whose hand they experienced an incident of sexual violence. Detailed information about on and off-campus supports for students is provided on a dedicated Sexual Violence Support and Education website and can be found in Schedule 1 at the end of this policy.~~

~~Consent Comes First will work with individual survivors in determining their support and/or workplace and academic accommodation and/or academic consideration. Each survivor's needs will be~~Consent Comes First works with on and off-campus partners including, but not limited to, student groups and unions, academic departments, staff departments such as Student Affairs, Workplace Wellbeing Services, Human Resources, the Office of Vice Provost Faculty Affairs, The Centre for Excellence in Learning and Teaching, Human Rights Services, and Community Safety and Security to develop an annual education strategy that includes campaigns, training sessions, workshops, print and online resources, programs and events on a breadth of topics related to sexual violence prevention on campus.

These educational initiatives explore topics such as consent culture, sexual violence awareness, resources for survivors, bystander interventions and supports. The audience for these efforts includes students, employees and visitors to the TMU campus. Education includes training on consent and on this Policy, the prevention of sexual violence, and how to respond to incidents of sexual violence, with content tailored to the audience and relevant to their roles and responsibilities in relation to this Policy. A particular emphasis is placed on educating new members of the TMU community about sexual violence prevention through student and employee orientation activities.

Faculties, schools, departments, zones and other TMU offices and affiliated groups are encouraged to include education related to consent culture and sexual violence awareness in course materials and program curriculum where appropriate. They are also encouraged to use trained facilitators who understand the sensitivity with which these topics must be raised, who have the skills to respond appropriately to disclosures and to those who may be triggered by the content of the material or resulting discussions.

c. Support for People Affected by Sexual Violence

TMU community members who disclose that they are survivors of sexual violence can seek support, appropriate accommodation or academic considerations through Consent Comes First or Workplace Wellbeing Services. Survivors are entitled to support regardless of where or when they experienced sexual violence or whether the person who caused them harm is a member of the TMU community. They are also entitled to support regardless of whether they commence or participate in a complaint resolution process under this Policy or where there is no jurisdiction to commence a complaint resolution process under this Policy.

Each survivor's needs are different, and the types and forms of support and accommodation made available will be tailored to the survivor's needs on a case-by-case basis.

~~Survivors need only to disclose their experience to seek support and will not be required or pressured to make a formal report or complaint. Survivors have the right to decide whether to report to police and/or Community Safety and Security.~~

~~Survivors have the right to determine what, when and how much they choose to disclose.~~

~~Part Two—Adjudication of Reports or Complaints~~

~~1.——Reports or Complaints~~

~~Community members need only disclose that they are survivors of sexual violence to seek support through Consent Comes First. They also have options for filing a report or complaint in response to an incident of sexual violence in an effort to hold the person accused accountable.~~

~~Consent Comes First and/or trained professional staff from Housing & Residence Life, Human Rights Services or Human Resources can assist survivors in understanding each of these options and in ensuring that they have all the information that they need in order to make an appropriate decision on next steps. Detailed information about options and what to expect for all parties, survivors and persons accused, is provided on a dedicated Sexual Violence Support and Education website.~~

~~Reporting to Ryerson University—Reports or complaints of sexual violence can be made where they fall under the Application and Scope of this policy. A person may report to Ryerson University even when they have reported to the police.~~

~~In some cases, the university may be required to take some action without the survivor's consent (see Section V. Part Two 3. g. Confidentiality, and 4. b. Circumstances where the University may Proceed without a Complaint). Individuals affected would be fully informed and supported at every step of any process and have the right not to participate in any investigation that may occur.~~

~~Reporting to Police and other legal action—A person may choose to report sexual violence to the police or pursue other legal action. In cases where the sexual violence is perpetrated by a non-Ryerson community member the procedures in this policy may not apply. Ryerson may still provide support to the complainant, which could include restricting the accused person's ability to access campus through Community Safety and Security.~~

~~2.——Making a Report or Complaint under this Policy~~

~~It is important that a person who reports an incident of sexual violence perpetrated by another Ryerson community member is heard and has access to appropriate support and resources. It~~

should be noted that the use of the term “survivor” in this policy does not suggest that the outcome of any investigation or decision making process has already been determined, and will not prejudice the outcome of the investigation. For this reason, throughout the adjudication process as outlined in this policy, the survivor will be referred to as the complainant and the person accused will be referred to as the respondent.

To make a report or complaint of sexual violence, the complainant should contact Human Rights Services:

Human Rights Services

Location: POD-254A

E-mail: humanrights@torontomu.ca

Phone: [416-979-5000](tel:416-979-5000), ext. 5349

The complainant may file a report or complaint in writing via e-mail or letter or may request an in-person meeting to make their report or complaint. Human Rights Services does not advocate for any individual or group and cannot take sides on a complaint. The role of the person taking the report or complaint is to listen, clarify details and assess appropriate next steps.

3. Important Aspects of the Adjudication Process

a. Principles Governing the Process

i. Timeliness of the process:

This is a difficult process and for many survivors it is a pre-cursor to achieving healing and/or closure. Every effort will be made to expedite the process without compromising appropriate procedural fairness for all parties.

ii. Transparency of the process:

a. Parties will be advised of their rights and responsibilities related to the process

b. Parties will know what to expect from the process

c. Parties will be kept informed about the process and outcome

d. Parties will receive regular updates on the progress of their case, estimated timeframes and any delays related to the resolution of their case (types and frequency of these updates will be determined through discussion works with each complainant)

e. Reasons will be provided for any decision made throughout the process

iii. Support for parties involved in the process:

Both parties to a complaint will be offered access to a support person. For employees, this could include a union representative where permitted or required under any relevant collective agreement. Both parties will be offered referral to appropriate personal support resources (a list of on-campus resources for students and off-campus resources is provided in Schedule 1 at the end of the policy).

iv. Fairness of the process:

~~The process will be conducted in a trauma-informed and impartial way and is intended to ensure fairness for all parties involved.~~

~~Where applicable, the process will be conducted consistent with the terms of any relevant collective agreement.~~

~~v. Trained personnel:~~

~~Personnel involved in the adjudication process student survivors to determine supports tailored to their needs, including staff in Human Rights Services and other offices assisting with cases of sexual violence, investigators and decision makers, will be trained in their roles, trauma-informed processes and the impact of identities on how an individual experiences sexual violence.~~

~~b. Right to Support through the Investigation and Decision Making Process~~

~~Complainants and respondents will be provided with a support person throughout the investigation and decision-making process by the university. Support for complainants will be facilitated by Consent Comes First. Support for respondents who are students will be facilitated through the Student Conduct Office. Support for employees who are respondents will be facilitated by Human Resources, consistent with any existing relevant collective agreement provisions. Complainants and respondents also have the right to identify an alternate support person or representative of their choosing to accompany them to any meetings or proceedings related to the handling of their case. Support persons may include a friend, family member, employee union representative, legal representative, colleague, etc.~~

~~c. Alternative Resolution~~

~~In appropriate circumstances, Human Rights Services will follow up with the complainant and respondent to determine their willingness to participate in an alternative resolution process and offer options.~~

~~For it to be a meaningful process, participants must engage voluntarily and remain free from reprisal. At any stage during the process, the complainant may indicate they would like the complaint to move to an investigation and decision-making process.~~

~~In appropriate circumstances, a complainant may request an alternate resolution process before an investigation is commenced or completed, or before the case is referred to a decision maker. In appropriate circumstances, a respondent could also request an alternative resolution process by notifying Human Rights Services.~~

~~Examples include, but are not limited to: connections to resources, academic accommodations and/or academic considerations.~~

~~Impact Statement/Letter: A complainant may decide to communicate to the respondent that their behaviours, remarks or communications are unwelcome or uncomfortable. The survivor may choose to communicate their concerns directly or indirectly, verbally or in writing with the assistance of Human Rights Services.~~

~~Facilitation: A complainant may request that Human Rights Services facilitate a discussion between themselves and the respondent. In such circumstances, a facilitator would try to reach a resolution between the complaint and the respondent by acting as a “go-between.” Neither~~

~~party is required to attend any face-to-face meetings during this process unless they both agree to do so. This facilitated process may result in a written agreement that could include behavioural expectations, agreement to no contact, or an apology.~~

~~Education: A respondent may agree to participate in education and training related to anti-violence, anti-oppression and consent.~~

~~Restorative Justice: Restorative or transformative justice is an approach used in situations that require a deep understanding of the harm done, the needs of those affected, and the strategies for moving forward as a community and creating lasting change. Using processes such as accountability circles or community conferencing, those who have done harm and various stakeholders are actively engaged in understanding what happened, the impact of a harmful situation and hold those who have done harm accountable and responsible not only for their past actions but for shaping the future.~~

~~If the complainant and respondent are able to reach a resolution, a written record of the resolution will be prepared by Human Rights Services to be signed by both parties. The signed resolution will be kept in Human Rights Services. A copy of the signed agreement will be provided to the complainant and respondent, and may be provided to relevant university administrators if it is required to implement the terms of resolution.~~

~~Human Rights Services will monitor the implementation and compliance of alternative resolution processes. If there is a failure to comply with the terms of a resolution, the complaint may continue to an investigation and decision-making process.~~

~~e.~~ d. Freedom from Reprisal

~~Every member of the Ryerson community has a right to claim and enforce their rights under this policy, to provide evidence and to participate in proceedings under this policy, without reprisal or threat of reprisal.~~

~~Anyone who reports or makes a complaint about sexual violence in good faith, will not themselves be subject to discipline or sanctions for violations of Ryerson's policies relating to any drug or alcohol use that may have occurred at the time of the alleged sexual violence.~~

~~All respondents will be informed of the university's position regarding the seriousness of any allegations of reprisal against complainants, witnesses or others involved, what constitutes reprisal; any claims of reprisal will also be investigated and responded to.~~

~~f.~~ e. Withdrawal of a Complaint

~~At any time throughout the process, before a decision is rendered, a complainant may choose to withdraw their complaint. They should communicate, in writing, their decision to withdraw their complaint to Human Rights Services. In some circumstances, the university may still pursue the complaint (see Section V. Part Two, 4. b. Circumstances where the University may Proceed without a Complaint). If a complaint is withdrawn, complainants and respondents can still seek support through the appropriate offices on campus.~~

~~i. f. Procedural Fairness~~

Workplace Wellbeing Services supports employee survivors in determining supports tailored to their needs, including but not limited to connections to resources and any workplace accommodation needs.

In some cases, for example, where the survivor is a student and staff member, Consent Comes First and Workplace Wellbeing Services will collaborate to meet the needs of the survivor.

Part Two - Complaint Resolution Process: Policy and Principles

a. Policy Breaches

It is a breach of this Policy to engage in any form of sexual violence. It is also a breach of this Policy to fail to adhere to confidentiality requirements, fail to comply with interim measures, engage in threats or acts of reprisal, and/or fail to comply with accountability measures issued under this Policy.

b. Application and Scope

~~The university has a duty to be fair with respect to process by which investigations and decisions are made that may result in findings of sexual violence and may potentially impose serious consequences against a member of the Ryerson community who has engaged in such conduct.~~

~~The core element of procedural fairness is that a person against whom allegations are made, must know the allegations and evidence against them, and must be given the opportunity to answer prior to a decision being made. Further to the right to know, complainants and respondents will also have notice of the investigation and decision-making process, and will have the matter decided by an impartial decision maker. If credibility is at issue, complainants and respondents may appear in person and make oral representations to an investigator and decision maker, and comment and ask questions with respect to the evidence in accordance with this policy.~~

i. The complaint resolution process under this Policy applies to TMU community members who are alleged to have engaged in sexual violence where there is a connection to the University's learning, working and/or living environments, and when the incident(s) occurred:

a. On campus: Including University property, buildings and spaces either rented or owned, equipment or infrastructure, whether as part of TMU's main or satellite campus(es).

b. Off-campus:

i. Engaging in TMU-related activities, including:

1. Academic activities such as a course, co-op placement, or experiential learning opportunity;

- 2. Co-curricular activities, including student club or varsity athletic events;
 - 3. Employment-related activities or events.
 - ii. Using TMU-related information technology platforms and infrastructure or engaging in other University-affiliated online environments, including:
 - 1. University-owned or run property or equipment, including but not limited to telephones, cellular phones, computers and computer networks.
 - 2. University email accounts, D2L Learning Brightspace, Zoom or Google meeting spaces.
 - 3. University-affiliated social media accounts.
 - 4. Social media platforms or online communication groups created and used by TMU community members for the purposes of participating in University-related activities, such as students in program, course or study groups or employees in work-related networking groups.
 - ii. The complaint resolution process under this Policy may also apply to TMU community members who are alleged to have engaged in sexual violence in other off-campus or online environments. In determining whether this Policy applies, Human Rights Services will consider all relevant factors, including:
 - a. The nature of the alleged incident of sexual violence and its connection to and impact on a TMU community member(s) and the University's learning, working or living environments;
 - b. Potential risk to a TMU community member(s) and/or the University community;
 - c. Other relevant contextual factors.
 - iii. This Policy and its procedures may continue to apply even if a person's relationship with TMU changes or terminates. The complaint resolution process under this Policy may be initiated or completed even if the respondent is no longer a current TMU community member.
 - iv. If a conflict arises between the provisions of this Policy and any relevant collective agreement, the terms of the collective agreement prevail, unless the collective agreement is in conflict with TMU's legislative obligations.

c. Principles Governing the Complaint Resolution Process

i. Trauma-Informed Approach

TMU recognizes that the complainant, respondent and witnesses may have experienced trauma in their lives which may be triggered during a complaint resolution process.

A trauma-informed approach and processes are engaged to avoid and/or minimize re-traumatization. It includes respectful and transparent communications between Human Rights Services, the investigator and the parties, and ensuring understanding and consideration for how trauma affects individuals' memories and responses to an incident of sexual violence.

ii. Support Persons

Complainants, respondents and witnesses have the right to identify a support person or representative to accompany them in any step of the complaint resolution process. Support persons may include an Elder, spiritual advisor, friend, family member, employee union representative, legal professional, colleague, etc. A support person cannot be an individual with direct knowledge of or involvement in the incident of sexual violence that is the subject of the complaint resolution process.

A support person provides support and does not act as an advocate or speak on behalf of the complainant, respondent or witness in the process.

Support for complainants will normally be facilitated by Consent Comes First (for students) or Workplace Wellbeing Services (for employees). Support for student respondents will normally be facilitated through the Office of Student Care. Support for employee respondents will be consistent with any applicable collective agreement provisions.

iii. Questions About Sexual Expression or Past History

Survivors who disclose their experience of sexual violence through ~~reporting and incident of, making a complaint about, or, accessing supports for sexual violence, support for sexual violence, reporting an incident of sexual violence, reporting an incident of sexual violence or participating in a complaint resolution process~~ will not be asked irrelevant questions ~~during any investigation process by Ryerson by TMU~~ staff or investigators, including irrelevant questions relating to their sexual expression or ~~pastsexual~~ history.

iv. Procedural Fairness

TMU has a duty to be fair to all parties in the complaint resolution process, including in investigations and decision-making where a TMU community member may be found to have breached this Policy and where accountability measures are imposed.

Principles of procedural fairness also require that a respondent be aware of the allegations against them, be provided with a full and fair opportunity to respond to the allegations, and that both the complainant and the respondent have a full and fair opportunity to respond to relevant evidence presented in an investigation.

Procedural fairness includes the right to an investigator and decision maker who is neutral and impartial. This means that the investigator and decision maker should not be biased, should have an open mind, should not have a personal interest in the outcome of the matter, and should consider all the evidence before making their decision.

The way in which the duty to be fair is demonstrated in the process is context-specific; for. For example, the more serious the consequences contemplated allegations in the complaint or report and the more severe the potential accountability measures, the higher the level of procedural fairness. As such, the university required. The University reserves the right to adjust the complaint resolution process to ensure procedural fairness in accordance with the facts of the individual case with notice to the complainant and the respondent parties.

g. Confidentiality

EnsuringWhere applicable, the complaint resolution process will be conducted in a manner consistent with the terms of any relevant collective agreement.

v. Transparency of the Complaint Resolution Process

The complainant and the respondent will be advised of their rights and responsibilities related to this Policy and throughout the complaint resolution process.

The complainant and respondent will be provided with progress updates and informed of any decisions throughout the complaint resolution process, subject to the University's obligations surrounding privacy and confidentiality under applicable law.

vi. Timeliness

Every effort will be made to complete the complaint resolution process in a timely manner while maintaining a trauma-informed approach for all parties and ensuring procedural fairness.

d. Confidentiality

Confidentiality is a key principlecritical in creating an a culture and environment and culture where survivors feel safe to disclose and seekdisclosing an experience of sexual violence and seeking support and accommodation. The universityUniversity is committed to ensuring such an a culture and environment and culture exists. As such, all and will keep personal information confidential when there is a disclosure of sexual violence or the initiation of a complaint resolution process under this Policy.

All members of the RyersonTMU community who receive a disclosure of sexual violence or who are involved in addressing or investigating it, a complaint resolution process must keep the matter confidential, except in accordance with the terms of this policyPolicy, in order to protect the rights and privacy of those involved in the allegations, prevent an unjustified invasion of their personal privacy, and and preserve the integrity of the process. However, University employees (other than TMU health care providers) who receive disclosures of sexual violence are required to report such information to Human Rights Services to determine if it may be necessary to initiate a complaint resolution process under this Policy.

The University and Human Rights Services will only share information relating to a disclosure or report of sexual violence on a need-to-know basis when it is reasonably necessary for the implementation of the complaint resolution process under this Policy and/or to comply with the University's legal obligations. For example:

- i. Human Rights Services or other University offices may be required to share information about reports of sexual violence when it is necessary to administer the complaint resolution process under this Policy, for example, to implement interim measures, conduct an investigation, make a decision or apply accountability measures.
- ii. The university will make every reasonable effort to balance confidentiality with its legal responsibility to provide a campus environment free from sexual violence. The university Human Rights Services or other University offices may have a duty to investigate reports of sexual violence under The Ministry of Training, Colleges and Universities Act, the Ontario Human Rights Code and/or the Occupational Health and Safety Act.
- iii. Human Rights Services or other University offices may have a duty to report when an individual is at risk of life-threatening self-harm or at risk of harming others, or where there is a risk to the safety of the University and/or broader community.
- iv. Human Rights Services or other University offices may have a legal duty to inform a professional regulator.
- v. Human Rights Services or other University offices may otherwise need to disclose information as required by law.

The University protects personal information and handles records in accordance with its policies, the Freedom of Information and Protection of Privacy Act, the Personal Health Information Protection Act, and the provisions of applicable employee collective agreements.

e. Freedom from Reprisal

Every member of the TMU community has a right to claim and enforce their rights under this Policy, to provide evidence and to participate in proceedings under this Policy, without reprisal or threat of reprisal.

f. Withdrawal of a Complaint

At any time throughout the complaint resolution process, before a decision is rendered, a complainant may choose to withdraw their complaint. They should communicate, in writing, their decision to withdraw their complaint to Human Rights Services. In some circumstances, the University may still pursue the complaint (see Part III (i) Circumstances where the University may proceed without a Complainant). If a complaint is withdrawn, complainants and respondents can still seek support through the appropriate offices on campus.

The general practice of the university is to keep all information confidential except as outlined in this policy, for example where employees require information to carry out their authorized duties under the policy, e.g. conduct investigation, make or implement a decision or interim measures, etc. Complainants, respondents and witnesses are expected to keep the details of any case confidential, outside their circle of support, in order to ensure the integrity of the investigation and decision making process.

Notwithstanding the above, there are additional circumstances where a staff member may be required to disclose information within or outside the university in order to address safety

~~concerns or to satisfy a legal reporting requirement. In such circumstances, the minimum amount of information needed to allow such concerns to be addressed, or meet such requirements, will be disclosed. These additional circumstances might include, for example:~~

~~An individual is at risk of life-threatening self-harm;~~

~~An individual is at risk of harming others;~~

~~There is risk to the safety of the university and/or broader community;~~

~~Disclosure is required by law; for instance, under the Child and Family Services Act, reporting is legally required if an incident involves a child 16 or under; or, to comply with the Occupational Health and Safety Act or with human rights legislation; and/or~~

~~Evidence of the disclosed incident of sexual violence is available in the public realm (e.g. video shared publicly on social media).~~

~~These above circumstances represent exceptions, not the rule, and are necessary to ensure the university is meeting its legal obligations. If one of these situations applies to an individual, they will be fully informed and supported at every step of the process.~~

~~h.~~ **g. Multiple University Policies**

Where complaints or reports under this Policy may also engage other University policies, Human Rights Services may work with the appropriate offices to coordinate and/or undertake a joint complaint resolution process. Where complaints or reports may be more appropriately dealt with under another policy or process, an appropriate referral will be made.

h. Trained Personnel

Personnel involved in the complaint resolution process, including staff in Human Rights Services and other offices, investigators and decision makers, will be trained in their roles under this Policy, including on topics of sexual violence, trauma-informed processes, procedural fairness and the impact of intersecting identities on how an individual may experience sexual violence.

i. Amnesty Provision

Anyone who makes a report or complaint of sexual violence in good faith will not themselves be subject to discipline or sanctions for breaches of TMU's policies relating to any drug or alcohol use that may have occurred at the time of the alleged sexual violence.

j. Maintenance of Statistics and Reporting

~~Ryerson~~TMU will maintain annual statistics about the supports, services, and accommodations provided to students, in addition to information about programs and initiatives for students relating to sexual violence. ~~Ryerson~~TMU ~~will~~ also ~~will~~ maintain annual statistics about the number of incidents and complaints of sexual violence reported by students under this ~~policy~~Policy.

Such statistics and information about the implementation and effectiveness of this ~~policy~~Policy will be provided annually to the Board of Governors, reviewing the preceding year. ~~Ryerson~~TMU

shall take reasonable steps to ensure the information provided in the annual report does not disclose personal information within the meaning of the Freedom of Information and Protection of Privacy Act.

4. ~~Investigation~~Part Three - Complaint Resolution Process: Procedures

a. ~~a.~~ Making a Complaint under this Policy

Complaints and reports of sexual violence under this Policy can be made by contacting Human Rights Services.

Human Rights Services

Location: POD 254A

Email: humanrights@torontomu.ca

Phone: 416-979-5349

If a complaint or report of sexual violence is received by another University office, it can be referred to Human Rights Services for review under this Policy.

A complainant may file a complaint in writing via e-mail or letter or request an in person or virtual meeting or telephone call with Human Rights Services to make their complaint. Human Rights Services is a neutral office that administers the complaint resolution process under this Policy. The role of the person receiving the complaint is to listen, clarify details and assess appropriate next steps.

Throughout the complaint resolution process, the survivor will be referred to as the complainant and the person alleged to have breached the Policy will be referred to as the Respondent.

b. ~~Process for Determining Whether a Complaint or Report~~ ~~or will Proceed through the~~ Complaint ~~will be Investigated~~Resolution Process

Once ~~the report or a~~ complaint ~~or report~~ is ~~submitted to~~shared with Human Rights Services, the Director or designate will ~~make an~~conduct a preliminary assessment ~~of and consider~~ the appropriate next steps ~~in responding to the complaint~~under this Policy. This will include:

~~i. Determining whether a report or complaint has been made through any other internal or external process as well as through this policy.~~

~~i. ii.~~—Referring the complainant to Consent Comes First or Workplace Wellbeing Services for support and referral to additional resources.

~~ii. iii.~~—Determining the jurisdiction of Human Rights Services ~~in proceeding with~~to proceed to address the ~~report or~~complaint, ~~i.e. both parties are members of the Ryerson community or report under this Policy.~~

~~iv.~~—Determining whether the complaint or report contains allegations that constitute sexual violence ~~policy is relevant to the complaint as defined in this Policy,~~ and/or if the complaint should~~matter is to~~ be referred for review under a different policy,

- iii. ~~i.e. such as the Discrimination and Harassment Prevention Policy, Student Code of Non-Academic Conduct (Policy 61), Discrimination and Harassment Prevention Policy, or Workplace Civility & Respect Policy, etc.~~

~~Once Human Rights Services completes a preliminary assessment and determines that the complaint or report will proceed through a complaint resolution process under this Policy of the complaint, they will issue a Notice of Complaint Resolution Process in writing to all parties advising them of their rights and responsibilities and the next steps in the process.~~

c. University as Complainant

~~In some cases, the University may elect to be the complainant in a complaint resolution process under this Policy. Examples of such circumstances include but are not limited to:~~

- ~~i. Where there is a risk to the safety of individuals and/or the broader TMU community.~~
- ~~ii. Where the University has a legal duty to investigate, such as under the Ministry of Training, University and Colleges Act, the Ontario Human Rights Code and/or Occupational Health and Safety Act.~~
- ~~iii. Where the incident otherwise falls within Part Two (b) Application and Scope of this Policy as outlined above, but the individual directly affected wishes to be a witness in an investigation and not the complainant.~~
- ~~iv. Where the incident otherwise falls within Part Two (b) Application and Scope of this Policy as outlined above, but the alleged incident was perpetrated by a TMU community member against a non-TMU community member.~~

~~In these circumstances, the individual affected by the alleged incident of sexual violence may choose whether to participate in the complaint resolution process as a witness. The individual may request to receive information about the general progress of the complaint resolution process, even if they choose not to participate in the process. Human Rights Services will consider their request while balancing applicable confidentiality and privacy obligations.~~

d. Notice of Complaint Resolution Process

~~Human Rights Services will provide a Notice of Complaint Resolution Process to the complainant, the respondent and the investigator, if one has been appointed.~~

~~The Notice of Complaint Resolution Process will include the following information:~~

- ~~i. A link to this Policy and any other related policies.~~
- ~~ii. A summary of the allegations that make up the complaint or report.~~
- ~~iii. Confirmation of the right to a support person or representative during the complaint resolution process, including the contact information for the University support office designated to support the parties.~~

- iv. Details of any interim measures that will be in place during the complaint resolution process, including advising that such interim measures may be revised if needed throughout the process with further notice provided to the parties.
- v. Information about confidentiality and the right to be free from reprisal or threats of reprisal under this Policy.
- vi. The name and contact information of the Human Rights Services case manager, investigator and decision maker (if appointed at the time of issuing the Notice).

e. Initial Meeting with Human Rights Services

~~v. Determining~~After Human Rights Services has issued a Notice of Complaint Resolution Process to the parties, the Human Rights Services case manager will meet separately with the complainant and respondent and will:

- i. Explain to each party their rights and responsibilities in the complaint resolution process, including information about alternative resolution and investigation and decision-making processes.
- ii. Discuss details of interim measures, if applicable.
- iii. Explore whether the complainant ~~is and~~ respondent are interested in exploring an alternative resolution, as opposed to the completion of an investigation and decision-making process.

~~vi. Consulting appropriate offices in the implementation of interim measures while the complaint is being investigated and while the decision on the complaint is pending. For more details, see Section V. Part Two, 4. e. on Interim Measures during Investigation and Decision Making Processes.~~

~~Once Human Rights Services reviews the complaint and it has been assessed, they will confirm in writing with all parties whether an investigation or fact-finding based on the complaint will be conducted.~~

b. Circumstances where the University may Defer an Investigation

~~In some cases, including when a complainant has made a report to the police, Ryerson may put the complaint process under this policy on hold until such time as it is appropriate to proceed.~~

c. Circumstances where the University may Proceed without a Complaint

- iv. Answer any questions.

f. Interim Measures during the Complaint Resolution Process

~~In some cases the university may be required to or choose to investigate an incident of sexual violence even though the survivor has chosen not to file a report or complaint.~~

~~Examples of such circumstances could include, but are not limited to:~~

~~Where there is risk to the safety of individuals and/or the broader community; for example, where repeated allegations have been made about the conduct of the same individual.~~

~~Where required by law, such as under the Occupational Health and Safety Act.~~

~~Where there is evidence of sexual violence in the public realm (such as a video posted on social media).~~

~~If such a situation applies to the survivor, information and support will be made available at every step of the process, even if they choose not to participate.~~

~~a. d. Initial Meeting with Human Rights Services~~

~~After Human Rights Services has indicated that an investigation will be conducted, the Human Rights Services Director or designate will meet separately with the complainant and respondent.~~

~~In these meetings, the Human Rights Services staff member will:~~

- ~~i. Explain to each party their rights in the investigation and decision-making processes~~
- ~~ii. Go over the process and answer any questions about what will happen~~
- ~~iii. Discuss details of interim measures, if applicable~~
- ~~iv. Determine the outcome that the complainant is seeking~~

~~e. Interim Measures during Investigation and Decision Making Process~~

~~In some cases it may be necessary to implement appropriate interim measures that are appropriate in the circumstances during a complaint resolution process under this Policy. Interim measures are temporary measures put in place to protect the parties, the community, and the integrity of the complaint resolution process during the investigation and decision-making process. Such measures are without prejudice to the ultimate outcome of the investigation. Consequences for violating interim measures will be clearly communicated to the respondent at the time they are applied. complaint resolution process.~~

~~Examples of interim measures that might be considered include, but are not limited:~~

- ~~i. Restrictions on contact and communication between the complainant and respondent, or other members of the TMU community.~~
- ~~ii. Changes to student course and/or section enrollments.~~

~~Changes within university housing if the parties are residents~~

- ~~iii. Changes in employment assignments or reporting structures.~~
- ~~iv. Restrictions to access campus or parts of campus.~~

~~No contact order~~

~~Employment/workplace modifications or restrictions~~

~~Changes in employment reporting structures~~

~~Changes to class and/or section enrollments~~

- ~~v. Changes within University housing if the parties are residing in Student Housing.~~

Where the respondent is an employee and any interim measures implemented by the university University affect the respondent's terms and conditions of employment, the normal procedures of any relevant collective agreement will apply to the implementation of the interim measures.

The complainant or respondent may notify Human Rights Services if there is a change of circumstances, and the interim measure(s) may be modified if appropriate throughout the complaint resolution process.

There may be serious consequences for a respondent who is found to have violated interim measures imposed under this Policy, which may include the additional accountability measures as outlined below.

g. Alternative Resolution

Alternative resolution refers to alternative forms of complaint resolution that do not include an investigation or issuing a decision (see examples below).

Human Rights Services will consider whether alternative resolution is appropriate considering all relevant factors, including the complainant's desired outcomes, the nature and severity of the alleged incident of sexual violence, the potential risk or harm to the TMU community, and the willingness of the complainant and the respondent to participate in the process.

For alternative resolution to be a meaningful process, parties must engage in the process voluntarily and with informed consent and remain free from reprisal. During the alternative resolution process, the complainant or the respondent may withdraw their consent to participate at any time and Human Rights Services will consider whether it is possible and appropriate to move to an investigation and decision-making process.

Alternative resolution can take many forms, including, for example:

- i. The respondent's agreement not to contact or communicate with the complainant.
- ii. The respondent's agreement to participate in education about sexual violence and consent.
- iii. The respondent's agreement to participate in counselling.
- iv. The respondent's agreement to be governed by a period of probation.
- v. The respondent's agreement not to access designated University premises or services.

Alternative resolution may also include restorative or transformative justice approaches, including processes such as facilitated discussions, community conferencing or circle processes. During such processes, those who have caused harm and various stakeholders will actively engage in understanding the harm that was caused and its impact and hold those who have caused harm accountable and responsible not only for their past actions, but for shaping the future.

If the complainant and respondent are able to reach a resolution, a written record of the alternative resolution agreement will be prepared by Human Rights Services and signed by both

parties. Human Rights Services will keep the signed alternative resolution agreement and provide a copy to the complainant and respondent and relevant University offices.

Human Rights Services will monitor the implementation of the alternative resolution agreement and ensure the parties' compliance. If there is a failure to comply with the terms of an alternative resolution agreement, the complaint may continue to an investigation and decision-making process in accordance with this Policy.

Investigationf. — Referral to an Investigator and Notice of Investigation

h. —

If a complaint or report is not resolved through alternative resolution, Human Rights Services will initiate an investigation and determine its scope.

Human Rights Services will appoint an impartial investigator ~~who has with~~ knowledge, training and experience in sexual violence investigations and related issues, ~~and who has been trained on the terms of this policy.~~ The investigator may be internal or external to the ~~university.~~

~~Where University.~~ If the complainant or respondent reasonably believes that the investigator may have a conflict of interest, they may request an alternative investigator in writing, explaining the reasons for their request. Human Rights Services will consider their concerns to determine whether or not to assign an alternative investigator.

Once an investigator is appointed, ~~Human Rights Services will provide a notice of investigation to; they will contact the parties to confirm their appointment as the investigator and explain the investigation process and their role as the investigator.~~

~~i. — The complainant~~

~~ii. — The respondent~~

~~iii. — The investigator~~

~~The notice of~~ will conduct a thorough investigation will include the following information:

~~i. — The name in a manner that is independent, balanced, fair, unbiased, and contact information of the investigator~~

~~ii. — A written account of the complaint~~

~~iii. — Confirmation of the right to a support person or representative during the investigation (as per Part Two, Section 3.b. Right to Support through the Investigation free of arbitrariness and Decision Making Process)~~

~~iv. — Any interim measures that will be in place during the investigation~~

~~v. — A link to this policy and any other related policies~~

~~vi. — The name and contact information of the university support person designated to support each of them~~

~~Once an investigator is appointed, they will contact the parties within seven (7) business days to confirm:~~

i. ~~— Their appointment by Human Rights Services~~

ii. ~~— The role of the investigator~~

iii. ~~— Next steps in the investigation process~~

g. ~~— Role of the Investigator~~

~~Human Rights Services will determine the scope of the investigation for each case-discrimination. The investigator works independently. They develop a plan identifying the issues of the casecomplaint or report, who will be interviewed, which questions will be posed, and which documents will be requested for review. The investigator conducts all of the interviews. These include interviews with the complainant, respondent and any witnesses.~~

h. ~~— Conducting an Investigation~~

~~After reviewing the written account of the complaint and any relevant documentation, the investigator will contact the complainant and the respondent to arrange separate interview times. At the time of initial contact, the investigator will explain to all parties the investigation process, and their role as investigator.~~

The investigator will conduct interviews with the complainant and the respondent separately and may need to meet with each party several times during the course of the investigation. The complainant and respondent will have the opportunity to provide the investigator with information, documents, names of witnesses, and other submissions or evidence that they believe are relevant to the ~~complaintmatter under investigation. matter under investigation.~~

~~Human Rights Services will always aim to complete an investigation as expeditiously and thoroughly as possible. Depending on the complexity of the case and/or the availability of parties and witnesses, the investigation could take several months.~~

The investigator will ensure that both the complainant and respondent have ~~had~~ a full opportunity to review and respond to all material aspects of the allegations that make up the complaint, and the evidence upon which the investigator will rely, ~~in order to ensure procedural fairness~~. The investigator will provide the complainant, the respondent and any witnesses with the notes from, or a synopsis of, their ~~own~~ respective interviews, and each will have the opportunity to make any clarifications or corrections to their ~~own~~ statements.

~~The~~Human Rights Services and its investigators will aim to complete an investigation in a timely way, ensuring a trauma-informed process, procedural fairness and transparency.

i. ~~Circumstances where the University may Place a Complaint Resolution Process on Hold~~

In some cases, the University may place a complaint resolution process under this Policy on hold until it is appropriate to proceed. Examples where a hold may occur include, but are not limited to:

When the complainant may still request alternative resolution of their complaint before the finalhas made a report is sent to the decision maker as per Section V. Part Two, 3. C. Alternative Resolution.

- i. ~~If to the police, or there is no request for alternative resolution at this time the investigator will incorporate any relevant details from the further submissions into the final investigation report and submit it to the decision maker~~ an active police investigation.

5. ~~Decision Making Process~~

- ii. a. ~~When the substance of the complaint is being dealt with through other civil legal proceedings, for example, grievance arbitration.~~
- iii. ~~When the respondent is not a current member of the TMU community.~~

j. ~~Referral to the Decision Maker~~

~~The Director of Human Rights Services or their designate~~ will review the ~~investigator's investigation~~ report and provide it to ~~the~~ an appropriate impartial decision maker for review and decision.

- i. ~~i.~~—Where the respondent is a faculty member, ~~instructor/contract lecturer~~ or teaching/graduate assistant, the Dean of their faculty will normally decide the matter.
- ii. ~~ii.~~—Where the respondent is a staff member, the senior head of the unit (Director, Registrar, Senior Director, Executive Director, Assistant Vice ~~President~~, Vice Provost, or Dean) will normally decide the matter.
- iii. ~~iii.~~—Where the respondent is a student, the Vice Provost, Students will normally decide the matter.

Human Rights Services will notify the complainant and respondent by e-mail within ~~five (5)~~ ten (10) business days of receipt of the final report from the investigator and inform them of who has been appointed as the decision maker ~~on their complaint.~~ Where the complainant or respondent reasonably believes that the decision ~~maker~~ may have a conflict of interest, they may request an alternative decision maker. Human Rights Services will consider their concerns to determine whether or not to assign an alternate decision maker.

k. ~~b.~~ The Rendering of the Decision

The decision maker will review the final report from the investigator.

The decision maker may also request an opportunity to meet with and ask any questions of Human Rights Services, the investigator, the complainant, the respondent and/or any witnesses separately before rendering a decision. ~~Any in-person meetings~~ Notes will be ~~transcribed~~ taken of any meeting so as to document any new evidence presented that does not appear in the ~~investigator's investigation~~ report. ~~If in the course of these meetings, if~~ new relevant information is presented by any party, ~~of witness in the course of these meetings,~~ the complainant and respondent will be given the opportunity to respond to ~~or question~~ that new information, ~~in person or in writing~~ before the decision is rendered. The complainant will not be required to appear before a decision maker in the presence of the respondent.

Within ~~20~~ thirty (30) business days of ~~reviewing~~ receiving the ~~investigator's investigation~~ report and ~~completing all requested meetings with parties involved~~ other relevant information and

~~reviewing all additional written submissions or questions submitted by either party materials,~~ the decision maker will render a decision ~~and where applicable assign an appropriate sanction/remedy.~~ The time frame to render a decision may be extended ~~in extenuating circumstances at the request of the decision maker,~~ and the extension will be communicated to the parties.

The ~~final~~ decision prepared by the decision maker will indicate whether or not there has been a breach of the ~~policy or not~~ Policy, and if so, assign appropriate accountability measures.

~~If there is a finding that the policy has been breached, the decision maker may consider the following in determining an appropriate sanction:~~

- ~~i. The sanction or remedy sought by the complainant~~
- ~~ii. The principle of progressive discipline and the university's role as an educational institution~~
- ~~iii. The requirements under any relevant collective agreement~~
- ~~iv. The nature and severity of the incident~~
- ~~v. Any other relevant factors~~

The decision maker will provide both the complainant and the respondent with a summary of the investigation results, their decision, reasons for the decision and any applicable ~~sanctions~~ accountability measures.

~~Any~~ A request by ~~either~~ a party to receive a copy of the investigation report will be subject to restrictions under the Freedom of Information and Protection of Privacy Act.

c. Remedy/Sanction Options

I. Remedies **Accountability Measures**

~~Where the decision-maker finds that there has been a breach(es) of this Policy, the decision-maker will assign accountability measures that are reasonable and sanction options could look different depending on appropriate in the circumstances. Accountability measures will reflect the status of the respondent. Other university, and other University offices may become involved in monitoring compliance with sanctions imposed by the decision maker.~~ the accountability measures, e.g. Office of Student Conduct Office Care, Human Resources, Office of the Vice Provost, Faculty Affairs.

~~Examples of general remedies/sanctions~~

~~Letter of apology~~

~~Mandated~~ Decision makers have a range of accountability measures they can implement following a finding of a breach of this Policy. In doing so, the decision-maker will consider, as appropriate:

- i. The experiences and interests of the complainant;

- ii. The nature and severity of the incident, mitigating and aggravating circumstances and principles of proportionality;
- iii. The existence of a power imbalance between the complainant and the respondent and whether the respondent met their obligation to disclose under this Policy;
- iv. The principle of progressive discipline;
- v. The requirements under any relevant collective agreement and applicable law, including the direction of Bill 26, Strengthening Post-Secondary Institutions and Students Act;
- vi. Individual and collective safety, security and wellbeing considerations;
- vii. The University's role as an educational institution and other proper University interests;
- viii. Any other relevant factors.

Non-exhaustive examples of general accountability measures include:

- i. Educational workshops or counselling;
- ii. No contact ~~order~~ with a specified individual(s) or group(s);
- iii. Letter of behavioural expectations; and/or
- iv. Restrictions related to accessing ~~buildings or campus as a whole,~~ parts of campus or certain University-related activities, services or networks.

~~Examples~~Non-exhaustive examples of additional ~~remedies/sanctions~~accountability measures applicable to student respondents:

~~Community service activities~~

- i. Removal from a course or section of a course;
- ii. Limitation to future enrollment in a course or with a particular instructor;
- iii. Removal or restriction of access to TMU online platforms, information technology resources, equipment, and infrastructure;
- iv. Restrictions from participation in intramural or varsity sports and TMU organizations or clubs;
- v. Probationary period;
- vi. Relocation in or eviction from ~~university~~ University-owned and/or operated housing;
- vii. Suspension from ~~school~~ the University for a defined period ~~(1);~~ and/or
- viii. Expulsion from the ~~university~~ University permanently ~~(2);~~

~~Additional sanctions/remedies~~Non-exhaustive examples of additional accountability measures applicable to employees include:

- i. Change in work assignment, and/or
- ii. Letter of Coaching, Warning or Discipline, and/or
- iii. Suspension from work for a set time ~~with or~~ without pay; and/or
- iv. Dismissal from employment

The decision-maker reserves the right to implement accountability measures that are appropriate in the circumstances.

m. Appeals

A complainant or respondent wishing to appeal the finding or accountability measures in a decision under this Policy has the following options for pursuing an appeal.

i. Grounds for Appeal

The appeal decision maker will consider appeals based on the following grounds:

- a. Whether there was a substantial procedural error in the application of the Policy;
- b. Whether there is new evidence that could not have reasonably been presented earlier in the investigation process;
- c. Whether the findings are inconsistent with the evidence or Policy; and/or;
- d. Whether the accountability measures are unreasonable in the circumstances.

ii. Appeal Review Process

a. When the Individual Appealing is a TMU Employee

i. In the case of an employee who is Student: The complainant or respondent can submit to Human Rights Services a memberwritten request for appeal and an explanation of a union, the right to appeal the decision is with the grievance and arbitration processthe basis for the request within 10 business days of receiving the applicable collective agreement.

ii. In the case of an employee who is not a member of a union, the right tooriginal decision. The appeal is under the Management and Confidential Excluded Group Employee Appeal Policy and related procedure.

b. When the Individual Appealing is a TMU Student

i. Who Reviews and Decides Appeals

- a. Findings, measures, remedies and sanctions may be appealed to a Vice President of the university. Appeals in cases where the respondent is a student will normally be decided onby the Provost and Vice-President, Academic, or otherwise, by an appeal decision maker senior to the original decision maker.

ii. ~~Submission of an Appeal~~

- b. ~~A~~Employee who is not a Union Member: The complainant or respondent ~~wishing to appeal a finding or a remedy/sanction in a case shall~~can submit to Human Rights Services a written request for appeal and an explanation of the basis for the request, within 10 business days of ~~communication of~~receiving the original decision. The appeal will normally be decided by the Provost and Vice-President, Academic or otherwise, by an appeal decision maker senior to the original decision maker.

iii. ~~Grounds for Appeal~~

~~The Vice President will consider appeals based on the following grounds:~~

- a. ~~Whether there was a substantial procedural error in the application of the policy~~
b. ~~Whether there is new evidence that could not have reasonably been presented earlier~~
c. ~~Whether the decision maker's finding is consistent with the evidence~~
d. ~~Whether the remedy/sanction are reasonable in the circumstances~~

iv. ~~Appeal Review Process~~

In cases of Sexual Misconduct involving an Employee who is not a Union Member, the option to appeal a decision under this Policy can proceed only on the Grounds of Appeal (a), (b) and (c) above, and cannot include (d) which would involve a review of accountability measures in light of Bill 26, Strengthening Post-Secondary Institutions and Students Act.

- c. Employee who is a Union Member: When the individual appealing is a union member, the option to review the decision is within the grievance and arbitration process of the applicable collective agreement.

If an appeal is filed by one party, ~~the other parties~~party(ies) to the ~~case~~complaint will be notified that an appeal has been submitted. They will also be invited to make a written submission for consideration in the review of the appeal. In deciding on the appeal, the ~~Vice President~~appeal decision maker will review the investigation file, the original ~~decision~~ findings and ~~remedies/sanctions determined by the decision maker~~ accountability measures, and any other relevant documents or information. The ~~Vice President~~appeal decision maker may also interview the parties. ~~The Vice President will communicate the findings of their review in writing to all parties, normally within 15 days of commencement of the review.~~

AThe appeal decision maker will communicate their appeal decision in writing to all parties within twenty (20) business days of the ~~Vice President~~commencement of the review.

The appeal decision is final with respect to the options available within the ~~university.~~ Where applicable, any party not satisfiedUniversity.

n. Strengthening Post-secondary Institutions and Students Act, 2022

When an employee has been found to have engaged in sexual misconduct, the University will adhere to the *Strengthening Post-secondary Institutions and Students Act, 2022*, with the decision may pursue external avenues for redress respect to matters relating to discharge or discipline, no re-employment and agreements. In particular:

c. — Other

Where the individual appealing is neither a Ryerson student nor a Ryerson employee, Findings, measures, remedies and sanctions may be appealed to a Vice President of the university, and the processes in a apply.

-

- ii. ~~VI.~~ — An employee who has been discharged by the University or who has resigned as a result of committing an act of sexual misconduct against a student cannot be re-employed or engaged in a volunteer or any other capacity by the University.
- iii. If the University determines that it has re-employed or re-engaged such an individual, it will discharge that employee.
- iv. The University is prohibited from entering into an agreement that prohibits it or any person related to the institution from disclosing the fact that a court, arbitrator, adjudicator, or decision maker has determined that an employee has committed an act of sexual misconduct.

VI. Roles and Responsibilities Under this Policy

All members of the RyersonTMU community:

- i. ~~i.~~ — Will makeMake themselves aware of the ~~policy~~Policy and their responsibilities under the ~~policy~~Policy.
- ii. ~~ii.~~ — Will participateParticipate in the wide variety of education and training programs made available on campus.
- iii. ~~iii.~~ — Respect an individual's right to confidentiality if an incident of sexual violence is disclosed to them by a survivor; refer them to Consent Comes First or Workplace Wellbeing Services where the survivor can seek support, accommodations if needed, and ~~advice~~guidance about reporting options.
- iv. — Will make themselves aware of the services listed in Schedule 1 of this policy so that they might refer individuals looking for specific types of assistance and support.
- iv. ~~v.~~ — Report to Community Safety and Security if they witness ~~sexual violence and do not know the survivor, or become aware of an incident that promotes rape culture~~an emergency or immediate safety or security concerns at TMU.
- v. University employees (other than TMU health care providers) who receive disclosures of sexual violence or are aware of incidents of potential sexual violence are required to report the information to Human Rights Services to determine if it may be necessary to initiate a complaint resolution process under this Policy.

The University Executive ~~are responsible for:~~

- i. ~~i. — Maintaining~~Maintain and ~~communicating~~communicate an ongoing commitment to combat the ~~issue~~problem of sexual violence at ~~Ryerson University~~TMU.
- ii. ~~ii. — Fostering~~Foster a consent culture on campus.

The Vice-~~Provost, Students~~will:

- i. ~~i. — Provide~~ an organizational home for Consent Comes First.
- ii. ~~ii. — Oversee~~ the operation of the Office of Student Care, the Student Conduct Office and the Student Code of Non-Academic Conduct (Policy 61).
- iii. ~~— Work in close partnership with the Director, of Human Rights Services; the Vice-Provost, Faculty Affairs; and the Chief Human Resources Officer on the interpretation and application of this policy.~~
- iv. ~~— Ensure that the appropriate supports and services are put in place in the many units reporting to the Office of Vice Provost Students.~~

~~The Director, Human Rights Services will:~~

- iii. ~~i. — Work in close partnership with the Vice Provost, Students; the Vice-Provost, Faculty Affairs; and the Chief Human Resources Officer on the interpretation and application of this policy.~~
- iv. ~~ii. — Oversee~~Ensure that the appropriate supports and services are put in place in the many units Reporting to the Office of Vice-Provost, Students.

~~The Director, Human Rights Services Office and the adjudication of complaints process:~~

- i. ~~The Work in close partnership with the Vice-Provost, Students; the Vice-Provost, Faculty Affairs; and the Chief Human Resources Officer will on the interpretation and application of this Policy.~~
- ii. ~~i. — Manage the Human Rights Services Office and the complaint resolution process.~~

The Chief Human Resources Officer:

- i. ~~Work in close partnership with the Director, Human Rights Services; the Vice Provost, Faculty Affairs; and the Vice Provost, Students on the interpretation and application of this policy.~~
- ii. ~~ii. — Ensure that appropriate~~ and applicable supports are in place for survivors who are employees of the institution through Workplace Wellbeing Services, human resources benefits, programs and employee and family assistance ~~program~~ (EAP programs (EFAP)).
- iii. ~~iii. — Collaborate with the Vice Provost, Faculty Affairs, to ensure that training opportunities are made available for all faculty, staff, and other employees and~~

contractors related to sexual violence and the processes for ~~handling~~addressing incidents and complaints.

- ~~iv.~~ iv. — Work with human resources ~~consultants; partners,~~ Workplace Wellbeing Services, the Vice-~~Provost,~~ Faculty Affairs (where applicable ~~);~~), and managers and supervisors to support workplace accommodations required in response to incidents of sexual violence at ~~Ryerson~~TMU.

The Vice-~~Provost,~~ Faculty Affairs:

- ~~i.~~ i. — Work in close partnership with the Director, Human Rights Services; the Vice-~~Provost,~~ Students; and the Chief Human Resources Officer on the interpretation and application of this ~~policy~~Policy.
- ~~ii.~~ ii. — Ensure appropriate ~~supports are~~support is in place for survivors who are academic staff of the institution, liaising with Human Resources regarding available programs or offerings that will assist survivors.
- ~~iii.~~ iii. — Work with Deans, Chairs and Directors and Human Resources to support workplace accommodations required in response to incidents of sexual violence at ~~Ryerson~~TMU.
- ~~iv.~~ iv. Liaise with relevant unions.

Human Rights Services:

- ~~i.~~ i. — ~~Provides~~A neutral office that does not advocate for any individual or group and cannot take sides on a complaint.

~~Provide~~ advice, consultation and training on reporting, complaints and ~~investigation processes under this policy.~~

- ~~ii.~~ ii. — ~~Manages~~ the complaint ~~and investigations resolution~~ process under this Policy.
- ~~iii.~~ iii. Manage the Complaint Resolution Process, including inquiries, consultations, alternative resolutions, and investigations related to sexual violence.

Consent Comes First:

~~i.~~ — ~~Oversees the day-to-day implementation and operation of this policy as outlined in the office's mandate and job descriptions.~~

- ~~i.~~ ii. — ~~Develops and implements~~Provide individualized care and trauma-informed support to student survivors, including connections to resources and academic accommodations and considerations as appropriate.

- ~~ii.~~ ii. Develop and implement with on- and off-campus partners the sexual violence awareness, prevention, education and training strategy.

- ~~iii.~~ iii. — ~~Works~~Work with ~~Student Affairs in the development and delivery of internal and external partners to develop and deliver~~ training opportunities ~~available for students and appropriate,~~ student staff and the larger TMU community.

Workplace Wellbeing Services:

- i. Provide individualized care and trauma-informed support to employee survivors, including connections to resources and workplace accommodations as appropriate.
- ii. Provide individualized trauma-informed support and guidance to employee survivors who may require a short- or longer-term sick leave, which may include submission of a WSIB claim.

The Office of Student Care:

- i. Provide individualized care and trauma-informed support for student respondents, including connections to resources and academic accommodations and considerations as appropriate.

The Executive Director, Community Safety and Security:

- i. ~~i. — Provides~~ Provide appropriate services and ~~support~~ support through Community Safety and Security such as safety planning, assisting survivors who ~~choose~~ choose to report to police, referral of community members to Consent Comes First, assisting Human Rights Services with investigations and application of sanctions where appropriate.
- ii. ~~ii. — Ensures~~ Ensure that all Community Safety and Security staff are trained in working with survivors of sexual violence, trauma-informed services and processes, and the impact of identities on how an individual experiences sexual violence.

Faculty and Academic Departments ~~are responsible for~~ and Schools:

- i. ~~i. — Providing~~ Provide reasonable academic accommodations and/or considerations to students and employees impacted by sexual violence.

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Student-Led Governing Bodies ~~will~~:

- i. ~~i. —~~ Maintain an ongoing commitment to peer-to-peer sexual violence awareness and prevention education, training and support, and promotion of a consent culture at all events.
- ii. ~~ii. —~~ Work in collaboration with ~~university administration~~ University staff, including but not limited to the Director, Human Rights Services; Executive Director, Community Safety and Security; Vice- Provost, Students; and Consent Comes First to communicate student concerns in ~~regards~~ regard to sexual violence and ~~rectifying work to rectify~~ them.
- iii. ~~iii. —~~ Develop campaigns and initiatives about sexual violence awareness and prevention and consent culture that are student-led and that centre voices and experiences, including but ~~by no means not~~ limited to, those of students.

~~VII.~~ VII. Policy Review

This ~~policy~~Policy will be reviewed every three years with meaningful consultation with members of the ~~Ryerson~~TMU community and in accordance with the agreement made between the ~~university~~University and representatives of the ~~university's~~University's elected student governing bodies, for the provision and consideration of input from a diverse selection of students.

~~Schedule 1~~

~~Supports and Services on Campus~~

Name of Service/ Department	Supports Available	Contact Information
Office of Sexual Violence Support and Education	Provides referrals to counselling and medical services; safety planning; assistance with academic and workplace accommodations; self-care resources; advocacy and help in navigating resources. Also provides assistance in making informed decisions about next steps involving reports to authorities within the university or to the police. Delivers education, prevention, training and awareness activities with campus partners. https://www.torontomu.ca/sexual-violence/	Hours: E-mail or call to book an appt. Phone: 416-979-5000, ext. 3596 E-mail: esvse@torontomu.ca
Community Safety and Security	24-hour emergency response, including crisis intervention/emergency management and referral. They provide safety planning and can assist in making a report to the police if this is what the	Hours: 24 hours a day

	<p>survivor requests. Also provide Walk-Safe service and free self-defense courses.</p> <p>https://www.torontomu.ca/irm/security/</p>	<p>Phone: Dial 555040 from internal phones or call <u>416-979-5040</u></p> <p>Location: Victoria Building, First Floor, 285 Victoria St.</p>
Centre for Student Development and Counselling	<p>Provides confidential on-campus, individual and group counselling for students.</p> <p>https://www.torontomu.ca/healthandwellness/counselling/</p>	<p>Hours: Monday to Friday 9 am.—4:45 pm.</p> <p>Phone: <u>416-979-5195</u></p> <p>Location: Jorgenson Hall, Room JOR-07C (Lower Ground Floor)</p>
Toronto Metropolitan University Medical Centre	<p>Offers medical attention during regular business hours by appointment for students. Can test for sexually transmitted infections (STI's) or pregnancy. Can refer to local hospitals and specialists. Requires OHIP or similar out-of-province insurance.</p> <p>https://www.torontomu.ca/healthandwellness/medicalcentre/</p>	<p>Hours: Monday to Friday 9 am.—5 pm.</p> <p>Phone: <u>416-979-5070</u></p> <p>Location: Kerr Hall West, Room 181</p>
Toronto Metropolitan University Indigenous Student Services	<p>A culturally supportive environment where all First Nations, Aboriginal, Inuit, Metis status and non-status students can get support and assistance with traditional teachings.</p> <p>https://www.torontomu.ca/aboriginal/</p>	<p>Phone: <u>416-979-5000</u>, ext. 7699</p> <p>Location: Kerr Hall West, Room 389</p>
Housing & Residence Life	<p>Direct connection to the professional staff Residence Life On-Call personnel, Residence Advisors (RA) on call and/or Residence Service Desk (RSD) Agents; personal connection/referrals to Consent Comes First, and the Centre for Student Development and Counselling.</p>	<p>24-Hour Service Desks: Pitman Hall: x5210 ILLC: x7700 Department hours Phone: ext. 5284</p>

		<p>Location: Pitman Hall 100</p> <p>Hours: Monday-Friday 10:00 am-5:00 pm</p> <p>Email: housing@torontomu.ca</p>
Human Rights Services	<p>Support for the Toronto Metropolitan University community, promoting a study, work, and living environment free from discrimination and harassment. Manages the complaint investigation and decision making processes related to cases of sexual violence under this policy.</p> <p>https://www.torontomu.ca/humanrights/</p>	<p>Hours: Monday to Friday 9 am.—5 pm.</p> <p>Phone: 416-979-5349</p> <p>E-mail: humanrights@torontomu.ca</p> <p>Location: POD-252-A</p>
Toronto Metropolitan Students' Union (TMSU) Centre for Safer Sex and Sexual Violence Support (Sexual Assault Survivor Support Line)	<p>The center offers drop-in peer support hours, and the Sexual Assault Survivor Support Line.</p> <p>https://www.c3svs.ca/ (external link)</p>	<p>Hours: Monday—Friday 12 pm—12 am</p> <p>Phone: 416-260-0100</p>
Centre for Women and Trans People	<p>A student-run safer and inclusive place for all self-identified women, trans people and non-binary individuals on campus. Provides educational pamphlets, referrals and resources on issues that include racism, sexism, homophobia, transphobia, eating disorders, housing, sexual assault, pre-choice resources, violent</p>	<p>Phone: 416-979-5255, ext. 2350</p> <p>Email: womenandtrans@yourtmsu.ca</p> <p>Location: SCC-210</p>

	<p>relationships, support programs, women's health and much more.</p> <p>https://www.instagram.com/cwtp.tmsu/ (external link)</p>	
Toronto Metropolitan Students' Union (TMSU) Legal Advice and Referral Services	<p>Legal advice for students related to family and criminal law, legal procedures and documents, and dealing with lawyers.</p> <p>www.rsuonline.ca/Services/Legal-Service (external link)</p>	<p>Hours: Appointments available on Tuesdays and Fridays (book ahead)</p> <p>Phone: 416-979-5255</p> <p>E-mail: info@rsuonline.ca</p>
Continuing Education Students' Association of Ryerson (CESAR) Legal Clinic	<p>Free, in-house legal services to CESAR members with in-house lawyer, Bill Reid.</p> <p>mycesar.ca/services/legal-clinic-2/ (external link)</p>	<p>Hours: Appointments available on Tuesdays only between 3pm–7pm. Book in advance online.</p>
Continuing Education Students' Association of Ryerson (CESAR) Students Rights Coordinator	<p>CESAR's Student Rights Coordinator can assist with grade appeals or standing, charges of academic misconduct or other issues at the university. They can guide you through the university's policies to protect your student rights.</p> <p>mycesar.ca/advocacy/ (external link)</p>	<p>Phone: 416-979-5000 ext. 1-7056</p> <p>Email: studentrights@mycesar.ca</p>
Ombudsper son's Office	<p>A confidential information, advice and assistance resource for those who wish to address what they believe to be unfair treatment at the university.</p> <p>You can use this resource if you are not sure what your options are or you would</p>	<p>Hours: Monday to Thursday 9:30 a.m.—6:30 p.m. & Fridays 9:30 a.m. to 4:30 p.m.</p> <p>Phone: 416-979-5000, ext. 7450</p>

	<p>like to discuss how a Ryerson policy or procedure applies to your situation.</p> <p>https://www.torontomu.ca/ombuds/</p>	<p>Location: Oakham House, 2nd Floor, OAK Rooms 214/215/216</p>
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Supports and Services Available in the Community

Name of Services	Supports Available	Contact information
Services for all Genders		
Women's College Hospital Sexual Assault and Domestic Violence Care Centre	<p>For those assaulted within the past week, this support is available 24 hours a day, seven days a week. Women, men, and trans people who are survivors of sexual assault and/or domestic/intimate partner violence can access this support.</p> <p>www.womenscollegehospital.ca/programs-and-services/sexual-assault-domestic-violence-care-centre/ (external link)</p>	<p>Hours: Monday to Friday 8:30 a.m. — 4:30 p.m. Phone: 416-323-6040</p> <p>Location: 76 Grenville St. (Ground floor (in the AACU), Room 1305)</p>

Victim Services Toronto	Assists people in crisis, 24 hours a day, seven days a week in the immediate aftermath of crime or tragedy. victimservicestoronto.com/ (external link)-	Hours: 24 hours a day Phone: 416-808-7066 E-mail: info@victimservicestoronto.com
Sexual Assault/Rape Crisis Centre of Peel	Provides a 24/7 crisis line, online crisis chat, individual therapy, therapeutic groups and workshops. The online crisis chat can be located here: hope247.ca/ (external link)-	Hours: 24 hours a day Phone: 1-800-810-0180
Toronto Police Services	If you are in immediate danger, call 911. For all other safety issues... please call the 416 number In the next column www.torontopolice.on.ca/ (external link)-	Hours: 24 hours a day Phone: 416-808-2222
Family Service Toronto	Provides professional, short term, individual, couple and family counselling for people who identify as lesbian, gay, bisexual, trans, queer (LGBTQ) familyservicetoronto.org/ (external link)-	Hours: Monday to Friday 9am-5pm OR Wednesday Walk-in: 3:30-7:30pm Phone: 416-595-9618 Location: 202-128A Sterling Road, Toronto
Central Toronto Youth Services- Pride and Prejudice Program	Programs for lesbian, gay, bisexual, trans, queer, Two Spirit and questioning youth, ages 13-24. Includes "Yo- Yoga" which is an 8-week trauma-sensitive yoga program. www.ctys.org/category/programs/#pride-amp-prejudice (external link)-	Phone: 416-924-2100
If you self-identify as a woman		

Assaulted Women's Helpline	24-hour telephone support and counselling available in several languages www.awhl.org/ (external link)-	Phone: 416-863-0511
Barbara Schlifer Clinic	Provides counselling, legal information, interpreters and referral for women who have been physically or sexually abused. schliferclinic.com/ (external link)-	Hours: Monday to Friday 9 a.m. – 5 p.m. Phone: 416-323-9149 Email: intake@schliferclinic.com Location: 489 College St
Fred Victor Centre	24/7 Drop-in for women located in the Adelaide Resource Centre offers a warm, safe and welcoming space with access to health services on site. www.fredvictor.org/womens_24/7_drop-in_program (external link)-	Phone: 416-392-9292
Toronto Rape Crisis Centre/Multicultural Woman Against Rape	Crisis intervention, counselling and referral for survivors of rape/sexual assault. Open 24 hours. treemwar.ca/ (external link)-	Hours: 24 hours a day Phone: 416-597-8808 E-mail: crisis@treemwar.ca
Women's Support Network of York Region	Provides free, confidential services for women who have experienced sexual violence www.womenssupportnetwork.ca/ (external link)-	Hours: 24 hours a day Phone: 905-895-7313 Email: generalinfo@womenssupportnetwork.ca

If you self-identify as a man		
Support Services for Male Survivors of sexual abuse	Provides help for male survivors of sexual abuse, both recent and historical. The program is the first of its kind in Canada and is delivered by agencies across the province. Survivors also have access to a 24-hour, multilingual, toll-free phone line for immediate crisis and federal services www.attorneygeneral.jus.gov.on.ca/english/e/vss/male-support-services/ (external link)	Hours: 24 hours a day Phone: 1-888-887-0015
If you are, or faced abuse when you were under 18, or have children who have been abused		
Sick Kids' Suspected Child Abuse and Neglect (SCAN) Program	Care, support and assessment to children and teenagers who may have been maltreated, and their families. The SCAN program provides a link between SickKids and community doctors and hospitals, Children's Aid Societies, police, schools and other community agencies. www.sickkids.ca/scan/ (external link)	Hours: Monday to Friday, 9 a.m. to 5 p.m. Phone: 416-813-6275 Location: 555 University Ave (Room 6427, Black Wing)
The Gatehouse	Offers support groups for adult survivors of childhood sexual abuse as well as partners. www.thegatehouse.org/ (external link)	Hours: Monday to Friday 9 a.m. – 5 p.m. Phone: 416-255-5900 Location: 3101 Lake Shore Blvd West

(1) Where a sanction involves a suspension or expulsion, a notation is put on the student record and transcript in the same manner as described in the Student Code of Non-Academic Conduct (Policy 61).

(2) Ibid

Sexual Violence Policy

Related Documents: [Discrimination and Harassment Prevention Policy](#); [Student Code of Non-Academic Conduct \(Policy 61\)](#); [Housing & Residence Life Community Standards](#); [Workplace Violence Prevention and Response Guide](#); [Workplace Civility and Respect Policy](#); [Guidelines for Managing Real, Potential, and Perceived Conflicts of Interest](#); [Acceptable Use of Information Technology Policy](#)

Owner: Provost and Vice-President, Academic; Vice-President, Administration and Operations; and Vice-President, Equity and Community Inclusion

Approver: Board of Governors

Approval Dates: 2015; 2016; 2019; 2021, xx

Review Date: Every three (3) years

I. Introduction

Toronto Metropolitan University (“TMU” or “University”) is committed to fostering learning, working, and living environments free from sexual violence and will not tolerate it in any form. Sexual violence is a serious problem that demands attention and intervention throughout society and within institutions. Sexual violence impacts all members of the TMU community, including survivors, their friends and families, and those who work closely with survivors as supporters, advocates and educators. To ensure the well-being of TMU community members, the University is committed to combatting sexual violence in all its forms through education and awareness and by responding to incidents of sexual violence through a process that is trauma-informed, procedurally fair and holds those who have breached this Sexual Violence Policy (“Policy”) accountable.

II. Purpose

The purpose of the Sexual Violence Policy is to establish TMU’s commitment to addressing sexual violence and rape culture through fostering and promoting a culture of consent, awareness, education, training and prevention programs, survivor support, the appropriate handling of reports or complaints of incidents of sexual violence and holding those who cause harm accountable.

This Policy is intended to:

- a. Comply with all legislative requirements, including the [Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19](#), the [Ontario Human Rights Code, R.S.O. 1990](#), and the [Occupational Health and Safety Act, R.S.O. 1990, c 0.1](#).
- b. Outline TMU's statement of values and commitments to raise awareness and provide education to community members to promote a culture of consent in which everyone has a responsibility to understand and prevent sexual violence.
- c. Prevent sexual violence and reduce the risk of sexual violence incidents.
- d. Respond to the needs of survivors in the TMU community for support and empowerment.
- e. Outline a procedurally fair complaint resolution process for responding to complaints and reports of sexual violence, including alternative resolution or investigation and decision-making processes.
- f. Outline accountability measures for those who are found to have breached this Policy.

III. Definitions

a. Sexual Violence

- i. Consent: The active, ongoing, informed and voluntary agreement to engage in physical contact or sexual activity. Please also refer to Section V: Policy, Part One: Education and Support, a. Parameters of Consent.
- ii. Sexual Violence: An umbrella term that covers any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent. Sexual violence is, at its core, an abuse of power.
- iii. Rape Culture: A culture in which dominant ideas, social practices, media images, and societal institutions implicitly or explicitly condone or excuse sexual violence by normalizing or trivializing sexual violence and by blaming survivors for the abuse.

b. Sexual Violence includes but is not limited to:

- i. Cyber-flashing: Sending unsolicited sexual images to someone online, through various forms of technology, including but limited to Bluetooth or AirDrop transfers between devices.
- ii. Cyber-sexual Violence: The use of technology or technological platforms (for example, artificial intelligence (AI), internet, cellular phones, emails, text messages, social media, software, communication and social applications or platforms, etc.) to engage in sexual violence or to sexually abuse, harass, threaten, coerce, monitor, or exploit another individual, including:
 - a. Creating, producing, publishing, distributing, transmitting, selling, making available or advertising an intimate image of a person without their consent. An intimate image includes but is not limited to a visual or audio recording of a

- person, a photographic, digital or video recording in which the person is nude or engaged in sexual activity.
- b. Spreading information online regarding a person's sexuality, sexual expression, practices, behaviour, or activities.
 - c. Non-consensual sexting, cyber-flashing, revenge porn, and cyber-stalking/surveillance.
- iii. Gender-Based Violence: Violence directed against a person because of that person's gender or violence that affects persons of a particular gender disproportionately.
 - iv. Indecent Exposure: The deliberate act of exposing intimate parts of the body in a lewd or sexual manner in a public space.
 - v. Intimate Partner Violence: Behaviour within an intimate relationship that causes physical, sexual or psychological harm, including acts of physical aggression, sexual coercion, psychological abuse and controlling behaviours such as economic and social control. This definition covers violence by both current and former partners.
 - vi. Revenge Porn: Sharing of private, sexual materials, either photos, audio or videos, of another person without their consent.
 - vii. Sexting: Sending sexually explicit messages or images to someone through a phone using texts or apps.
 - viii. Sexual Assault: Any physical sexual contact without mutual consent. It can include unwanted kissing, fondling, intercourse, or other forms of penetration (including oral or anal sex), or any other unwanted act of a sexual nature.
 - ix. Sexual or Romantic Coercion: The use of emotional manipulation, unreasonable and persistent pressure, blackmail, threats, or the promise of rewards or special treatment to persuade someone to engage in sexual acts.
 - x. Sexual Harassment: A course of unwanted comments or conduct of a sexually oriented nature where the person responsible for the comments or conduct knows or ought reasonably to know that these are unwelcome. Sexual harassment may also consist of unwelcome comments or conduct based on gender or that promote gender-based violence, which are not of a sexual nature but are demeaning, such as derogatory gender-based jokes or remarks.
 - xi. Sexual Innuendos: Subtle and derogatory material charged with sexual references, such as jokes, pictures, suggestive remarks, and double-meaning comments.
 - xii. Sexual Misconduct: In accordance with *Bill 26, Strengthening Post-Secondary Institutions and Students Act, 2022*, sexual misconduct in relation to the treatment of a student by an employee of the University is defined as:
 - a. Physical sexual relations with the student, touching of a sexual nature of the student or behaviour or remarks of a sexual nature toward the student by an employee of TMU where,

- i. the act constitutes an offence under the *Criminal Code* (Canada),
 - ii. the act infringes the right of the student under clause 7(3)(a) of the *Human Rights Code* to be free from a sexual solicitation or advance, or
 - iii. the act constitutes sexual misconduct as defined in this policy or contravenes this policy or any other policy, rule or other requirement of the University respecting sexual relations between employees and students, or
- b. Any conduct by an employee of TMU that infringes the right of the student under clause 7(3)(b) of the *Human Rights Code* to be free from reprisal or threat of reprisal for the rejection of a sexual solicitation or advance.
- xiii. Sexual Solicitation: Sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement, where the person knows or ought reasonably to know that the solicitation or advance is unwelcome.
- xiv. Stalking: Pattern of repeated and unwanted attention or behaviours that collectively instil fear in a person or threaten a person's safety or mental health. Stalking can include persistent communication without consent, threatening or obscene gestures, surveillance, sending unsolicited gifts, and threats to harm a person's friends and/or family.
- xv. Stealthing: Non-consensual removal or purposefully damaging a condom during sexual intercourse.
- xvi. Voyeurism: The surreptitious observing of a person without their consent and in circumstances where they could reasonably expect privacy, including direct observation, by mechanical or electronic means, or recordings.

c. Complaint Resolution Process

- i. Complaint: A report to Human Rights Services by a person directly affected by an incident of sexual violence that initiates an assessment of whether a complaint resolution process or any other steps are appropriate under this Policy.
- ii. Complainant: The person who filed the complaint to initiate a complaint resolution process under this Policy. In certain circumstances, a complaint may proceed in accordance with this Policy with the University as the complainant.
- iii. Complaint Resolution Process: The process initiated under this Policy when Human Rights Services receives a complaint or report and determines that it falls within the jurisdiction of the University and meets the threshold to proceed through an alternative resolution or investigation process.
- iv. Decision: The process of making an official decision after a complaint or report of sexual violence has been investigated, including findings of whether there has been a breach of the Policy and a determination of whether any remedies or accountability measures are required.

- v. Decision Maker: The person in senior leadership, or their delegate, designated by the University as responsible for making a decision following an investigation under this Policy.
- vi. Disclosure: This Policy includes two types of disclosures:
 - a. Disclosure of Sexual Violence: when someone chooses to inform a TMU community member about an incident of sexual violence.
 - b. Disclosure of Consensual or Romantic Relationship by an Employee in a Position of Authority: the requirement of an employee in a position of authority to notify a relevant authority in writing of consensual romantic or sexual activities or relationships as required and outlined in Section IV (d), Values and Guiding Principles, Employees in Positions of Authority and Consensual Romantic or Sexual Activity or Relationships, below.
- vii. Report: A report to Human Rights Services of an incident of sexual violence that initiates an assessment of whether a complaint resolution process or any other next steps are appropriate under this Policy.
- viii. Reprisal: Retaliation or threatening or attempting to retaliate against a person for making a disclosure, a complaint or report of sexual violence, cooperating with or participating in a complaint resolution process or for otherwise pursuing their rights under this Policy.
- ix. Restorative Justice: Stemming from Indigenous practices, restorative or transformative justice is a set of approaches to resolving a complaint or report that requires a deep understanding of the harm caused, the needs of those affected, and the strategies for moving forward as a community and creating lasting change. Using processes such as community conferencing or circles, those who have caused harm and various stakeholders are actively engaged in understanding what happened and the impact of the harm caused, and they hold those who have harmed accountable and responsible not only for their past actions but for shaping the future.
- x. Respondent: The person who is alleged to have engaged in sexual violence and who is the subject of the complaint or report proceeding through a complaint resolution process under this Policy.
- xi. Survivor: An individual who has disclosed that they have experienced sexual violence. For the purposes of this Policy, the term “survivor” is used; however, people who have been subjected to sexual violence have the right to choose the language to be used when referring to them.
- xii. TMU community: TMU students, faculty, staff, contractors, volunteers, and guests.
 - a. Students include all currently enrolled students, including full-time and part-time undergraduate and graduate students, including Chang School students, as well as former students if they were enrolled at the time of the alleged incident of sexual violence.

- b. Faculty includes tenure and tenure-track faculty, librarians, professional counsellors, limited term faculty, contract lecturers, as well as adjunct, clinical and visiting faculty.
- c. Staff includes all non-faculty employees, including full-time, part-time and casual employees.

IV. Values and Guiding Principles

a. Alignment of University Policies

- i. This Policy is to be read in alignment with other relevant University policies, including the Discrimination and Harassment Prevention Policy, Student Code of Non-Academic Conduct (Policy 61), Workplace Civility and Respect Policy, and Conflict of Interest Policy.

b. Equity, Diversity, Inclusion and Belonging

- i. TMU is committed to equity, diversity, inclusion and belonging. TMU is a diverse community, and the University recognizes that efforts to address sexual violence need to be grounded in the understanding that each person's experience will be affected by many factors, including the intersection of their identities, including their sex, gender identity and expression, experiences of colonization, intergenerational trauma, ancestry, race, ethnicity, language, disability, creed, age, socioeconomic status, and sexual orientation.
- ii. While sexual violence impacts people of all genders, the University recognizes that sexual violence is a form of gender-based violence that is predominantly committed against those who identify as women and gender-diverse people. Certain populations are more likely to experience gender-based violence based on the intersection of multiple identities, including but not limited to those who may also be Indigenous, Black, racialized, newcomers, transgender, queer, young, or disabled.
- iii. The University is committed to ensuring that its prevention efforts, support services and complaint resolution processes apply a trauma-informed approach and an anti-oppression framework. In addition, complaint resolution processes will comply with the principles of natural justice and procedural fairness.

c. Accountability

- i. TMU Community members found to have engaged in sexual violence will be held accountable. In determining accountability measures, TMU will apply principles of proportionality and progressive discipline.

d. Employees in Positions of Authority and Consensual Romantic or Sexual Activity or Relationships

- i. The University strongly discourages romantic or sexual activity or relationships involving all employees in positions of authority and any students or employees over whom they

exercise authority. Should a consensual romantic or sexual activity occur or begin, the employee in a position of authority is required to make timely and confidential written disclosure of it to a relevant authority in accordance with this Policy and the Conflict of Interest Policy.

V. Policy

Part One - Education and Support

a. Parameters of Consent

The University, through the efforts of the Office of Sexual Violence Support and Education (Consent Comes First) and its partners, works to promote a consent culture on campus based on the following principles:

- i. Consent is active, not passive or silent. Consent must be affirmative, ongoing, informed, respectful and engaged. There is no consent when a person, by words or conduct, expresses a lack of agreement to engage in the activity.
- ii. Consent to one sexual act does not constitute or imply consent to a different sexual act. Consent can be rescinded or withdrawn when a person expresses, by words or conduct, a lack of agreement to continue to engage in the activity.
- iii. Consent cannot be given by a person who is incapacitated by alcohol or drugs or who is unconscious or otherwise lacks the capacity to give consent. A person is also incapable of consenting if they cannot understand the sexual nature of the activity or cannot understand that they may choose to decline to participate in the activity.
- iv. Consent must be freely given. Consent cannot exist under conditions of coercion. Consent cannot be obtained through implicit or explicit threats of violence; abuse of power, trust or authority; or threats, whether in relation to work, academic, professional, and extracurricular activities, opportunities, and outcomes or otherwise; or the threat of releasing sensitive information.
- v. Where there is an imbalance of power between individuals within the University that is the result of professional roles or authority, there is a risk that consent is not freely given in romantic or sexual activities or relationships. This may include romantic or sexual activities or relationships involving all individuals in positions of authority (including, without limitation, faculty, contract lecturers, managers, supervisors, coaches or trainers) and any students and/or employees over whom they exercise authority (for example and without limitation, with respect to grading, teaching, evaluating, advising, or supervising).
- vi. It is the responsibility of the person who wants to engage in physical contact or sexual activity to make sure that they have consent from the other person(s) involved.
- vii. Consent is required regardless of the parties' relationship status or sexual history together.

- viii. Impaired judgment on the part of the person accused that leads them to think or believe there was consent is not an excuse for an act of sexual violence and does not preclude the application of this Policy.

b. Awareness, Prevention, Education and Training

Consent Comes First works with on and off-campus partners including, but not limited to, student groups and unions, academic departments, staff departments such as Student Affairs, Workplace Wellbeing Services, Human Resources, the Office of Vice Provost Faculty Affairs, The Centre for Excellence in Learning and Teaching, Human Rights Services, and Community Safety and Security to develop an annual education strategy that includes campaigns, training sessions, workshops, print and online resources, programs and events on a breadth of topics related to sexual violence prevention on campus.

These educational initiatives explore topics such as consent culture, sexual violence awareness, resources for survivors, bystander interventions and supports. The audience for these efforts includes students, employees and visitors to the TMU campus. Education includes training on consent and on this Policy, the prevention of sexual violence, and how to respond to incidents of sexual violence, with content tailored to the audience and relevant to their roles and responsibilities in relation to this Policy. A particular emphasis is placed on educating new members of the TMU community about sexual violence prevention through student and employee orientation activities.

Faculties, schools, departments, zones and other TMU offices and affiliated groups are encouraged to include education related to consent culture and sexual violence awareness in course materials and program curriculum where appropriate. They are also encouraged to use trained facilitators who understand the sensitivity with which these topics must be raised, who have the skills to respond appropriately to disclosures and to those who may be triggered by the content of the material or resulting discussions.

c. Support for People Affected by Sexual Violence

TMU community members who disclose that they are survivors of sexual violence can seek support, appropriate accommodation or academic considerations through Consent Comes First or Workplace Wellbeing Services. Survivors are entitled to support regardless of where or when they experienced sexual violence or whether the person who caused them harm is a member of the TMU community. They are also entitled to support regardless of whether they commence or participate in a complaint resolution process under this Policy or where there is no jurisdiction to commence a complaint resolution process under this Policy.

Each survivor's needs are different, and the types and forms of support and accommodation made available will be tailored to the survivor's needs on a case-by-case basis.

Consent Comes First works with student survivors to determine supports tailored to their needs, including but not limited to connections to resources, academic accommodations and/or academic considerations.

Workplace Wellbeing Services supports employee survivors in determining supports tailored to their needs, including but not limited to connections to resources and any workplace accommodation needs.

In some cases, for example, where the survivor is a student and staff member, Consent Comes First and Workplace Wellbeing Services will collaborate to meet the needs of the survivor.

Part Two - Complaint Resolution Process: Policy and Principles

a. Policy Breaches

It is a breach of this Policy to engage in any form of sexual violence. It is also a breach of this Policy to fail to adhere to confidentiality requirements, fail to comply with interim measures, engage in threats or acts of reprisal, and/or fail to comply with accountability measures issued under this Policy.

b. Application and Scope

- i. The complaint resolution process under this Policy applies to TMU community members who are alleged to have engaged in sexual violence where there is a connection to the University's learning, working and/or living environments, and when the incident(s) occurred:
 - a. On campus: Including University property, buildings and spaces either rented or owned, equipment or infrastructure, whether as part of TMU's main or satellite campus(es).
 - b. Off-campus:
 - i. Engaging in TMU-related activities, including:
 - 1. Academic activities such as a course, co-op placement, or experiential learning opportunity;
 - 2. Co-curricular activities, including student club or varsity athletic events;
 - 3. Employment-related activities or events.
 - ii. Using TMU-related information technology platforms and infrastructure or engaging in other University-affiliated online environments, including:
 - 1. University-owned or run property or equipment, including but not limited to telephones, cellular phones, computers and computer networks.
 - 2. University email accounts, D2L Learning Brightspace, Zoom or Google meeting spaces.
 - 3. University-affiliated social media accounts.

4. Social media platforms or online communication groups created and used by TMU community members for the purposes of participating in University-related activities, such as students in program, course or study groups or employees in work-related networking groups.
- ii. The complaint resolution process under this Policy may also apply to TMU community members who are alleged to have engaged in sexual violence in other off-campus or online environments. In determining whether this Policy applies, Human Rights Services will consider all relevant factors, including:
 - a. The nature of the alleged incident of sexual violence and its connection to and impact on a TMU community member(s) and the University's learning, working or living environments;
 - b. Potential risk to a TMU community member(s) and/or the University community;
 - c. Other relevant contextual factors.
 - iii. This Policy and its procedures may continue to apply even if a person's relationship with TMU changes or terminates. The complaint resolution process under this Policy may be initiated or completed even if the respondent is no longer a current TMU community member.
 - iv. If a conflict arises between the provisions of this Policy and any relevant collective agreement, the terms of the collective agreement prevail, unless the collective agreement is in conflict with TMU's legislative obligations.

c. Principles Governing the Complaint Resolution Process

i. Trauma-Informed Approach

TMU recognizes that the complainant, respondent and witnesses may have experienced trauma in their lives which may be triggered during a complaint resolution process.

A trauma-informed approach and processes are engaged to avoid and/or minimize re-traumatization. It includes respectful and transparent communications between Human Rights Services, the investigator and the parties, and ensuring understanding and consideration for how trauma affects individuals' memories and responses to an incident of sexual violence.

ii. Support Persons

Complainants, respondents and witnesses have the right to identify a support person or representative to accompany them in any step of the complaint resolution process. Support persons may include an Elder, spiritual advisor, friend, family member, employee union representative, legal professional, colleague, etc. A support person cannot be an individual with direct knowledge of or involvement in the incident of sexual violence that is the subject of the complaint resolution process.

A support person provides support and does not act as an advocate or speak on behalf of the complainant, respondent or witness in the process.

Support for complainants will normally be facilitated by Consent Comes First (for students) or Workplace Wellbeing Services (for employees). Support for student respondents will normally be facilitated through the Office of Student Care. Support for employee respondents will be consistent with any applicable collective agreement provisions.

iii. Questions About Sexual Expression or Past History

Survivors who disclose their experience of sexual violence through, accessing support for sexual violence, reporting an incident of sexual violence, reporting an incident of sexual violence or participating in a complaint resolution process will not be asked irrelevant questions by TMU staff or investigators, including irrelevant questions relating to their sexual expression or sexual history.

iv. Procedural Fairness

TMU has a duty to be fair to all parties in the complaint resolution process, including in investigations and decision-making where a TMU community member may be found to have breached this Policy and where accountability measures are imposed.

Principles of procedural fairness also require that a respondent be aware of the allegations against them, be provided with a full and fair opportunity to respond to the allegations, and that both the complainant and the respondent have a full and fair opportunity to respond to relevant evidence presented in an investigation.

Procedural fairness includes the right to an investigator and decision maker who is neutral and impartial. This means that the investigator and decision maker should not be biased, should have an open mind, should not have a personal interest in the outcome of the matter, and should consider all the evidence before making their decision.

The way in which the duty to be fair is demonstrated in the process is context-specific. For example, the more serious the allegations in the complaint or report and the more severe the potential accountability measures, the higher the level of procedural fairness required. The University reserves the right to adjust the complaint resolution process to ensure procedural fairness in accordance with the facts of the individual case with notice to the parties.

Where applicable, the complaint resolution process will be conducted in a manner consistent with the terms of any relevant collective agreement.

v. Transparency of the Complaint Resolution Process

The complainant and the respondent will be advised of their rights and responsibilities related to this Policy and throughout the complaint resolution process.

The complainant and respondent will be provided with progress updates and informed of any decisions throughout the complaint resolution process, subject to the University's obligations surrounding privacy and confidentiality under applicable law.

vi. Timeliness

Every effort will be made to complete the complaint resolution process in a timely manner while maintaining a trauma-informed approach for all parties and ensuring procedural fairness.

d. Confidentiality

Confidentiality is critical in creating a culture and environment where survivors feel safe disclosing an experience of sexual violence and seeking support. The University is committed to ensuring such a culture and environment exists and will keep personal information confidential when there is a disclosure of sexual violence or the initiation of a complaint resolution process under this Policy.

All members of the TMU community who receive a disclosure of sexual violence or who are involved in a complaint resolution process must keep the matter confidential, except in accordance with the terms of this Policy, in order to protect the rights and privacy of those involved and preserve the integrity of the process. However, University employees (other than TMU health care providers) who receive disclosures of sexual violence are required to report such information to Human Rights Services to determine if it may be necessary to initiate a complaint resolution process under this Policy.

The University and Human Rights Services will only share information relating to a disclosure or report of sexual violence on a need-to-know basis when it is reasonably necessary for the implementation of the complaint resolution process under this Policy and/or to comply with the University's legal obligations. For example:

- i. Human Rights Services or other University offices may be required to share information about reports of sexual violence when it is necessary to administer the complaint resolution process under this Policy, for example, to implement interim measures, conduct an investigation, make a decision or apply accountability measures.
- ii. Human Rights Services or other University offices may have a duty to investigate reports of sexual violence under *The Ministry of Training, Colleges and Universities Act*, the *Ontario Human Rights Code* and/or the *Occupational Health and Safety Act*.
- iii. Human Rights Services or other University offices may have a duty to report when an individual is at risk of life-threatening self-harm or at risk of harming others, or where there is a risk to the safety of the University and/or broader community.
- iv. Human Rights Services or other University offices may have a legal duty to inform a professional regulator.
- v. Human Rights Services or other University offices may otherwise need to disclose information as required by law.

The University protects personal information and handles records in accordance with its policies, the *Freedom of Information and Protection of Privacy Act*, the *Personal Health Information Protection Act*, and the provisions of applicable employee collective agreements.

e. Freedom from Reprisal

Every member of the TMU community has a right to claim and enforce their rights under this Policy, to provide evidence and to participate in proceedings under this Policy, without reprisal or threat of reprisal.

f. Withdrawal of a Complaint

At any time throughout the complaint resolution process, before a decision is rendered, a complainant may choose to withdraw their complaint. They should communicate, in writing, their decision to withdraw their complaint to Human Rights Services. In some circumstances, the University may still pursue the complaint (see Part III (i) Circumstances where the University may proceed without a Complainant). If a complaint is withdrawn, complainants and respondents can still seek support through the appropriate offices on campus.

g. Multiple University Policies

Where complaints or reports under this Policy may also engage other University policies, Human Rights Services may work with the appropriate offices to coordinate and/or undertake a joint complaint resolution process. Where complaints or reports may be more appropriately dealt with under another policy or process, an appropriate referral will be made.

h. Trained Personnel

Personnel involved in the complaint resolution process, including staff in Human Rights Services and other offices, investigators and decision makers, will be trained in their roles under this Policy, including on topics of sexual violence, trauma-informed processes, procedural fairness and the impact of intersecting identities on how an individual may experience sexual violence.

i. Amnesty Provision

Anyone who makes a report or complaint of sexual violence in good faith will not themselves be subject to discipline or sanctions for breaches of TMU's policies relating to any drug or alcohol use that may have occurred at the time of the alleged sexual violence.

j. Maintenance of Statistics and Reporting

TMU will maintain annual statistics about the supports, services, and accommodations provided to students, in addition to information about programs and initiatives for students relating to sexual violence. TMU will also maintain annual statistics about the number of incidents and complaints of sexual violence reported by students under this Policy.

Such statistics and information about the implementation and effectiveness of this Policy will be provided annually to the Board of Governors, reviewing the preceding year. TMU shall take reasonable steps to ensure the information provided in the annual report does not disclose

personal information within the meaning of the *Freedom of Information and Protection of Privacy Act*.

Part Three - Complaint Resolution Process: Procedures

a. Making a Complaint under this Policy

Complaints and reports of sexual violence under this Policy can be made by contacting Human Rights Services.

Human Rights Services
Location: POD 254A
Email: humanrights@torontomu.ca
Phone: [416-979-5349](tel:416-979-5349)

If a complaint or report of sexual violence is received by another University office, it can be referred to Human Rights Services for review under this Policy.

A complainant may file a complaint in writing via e-mail or letter or request an in person or virtual meeting or telephone call with Human Rights Services to make their complaint. Human Rights Services is a neutral office that administers the complaint resolution process under this Policy. The role of the person receiving the complaint is to listen, clarify details and assess appropriate next steps.

Throughout the complaint resolution process, the survivor will be referred to as the complainant and the person alleged to have breached the Policy will be referred to as the Respondent.

b. Process for Determining Whether a Complaint or Report will Proceed through the Complaint Resolution Process

Once a complaint or report is shared with Human Rights Services, the Director or designate will conduct a preliminary assessment and consider the appropriate next steps under this Policy. This will include:

- i. Referring the complainant to Consent Comes First or Workplace Wellbeing Services for support and referral to additional resources.
- ii. Determining the jurisdiction of Human Rights Services to proceed to address the complaint or report under this Policy.
- iii. Determining whether the complaint or report contains allegations that constitute sexual violence as defined in this Policy, and/or if the matter is to be referred for review under a different policy, such as the Discrimination and Harassment Prevention Policy, Student Code of Non-Academic Conduct (Policy 61), or Workplace Civility & Respect Policy.

Once Human Rights Services completes a preliminary assessment and determines that the complaint or report will proceed through a complaint resolution process under this Policy of the complaint, they will issue a Notice of Complaint Resolution Process in writing to all parties advising them of their rights and responsibilities and the next steps in the process.

c. University as Complainant

In some cases, the University may elect to be the complainant in a complaint resolution process under this Policy. Examples of such circumstances include but are not limited to:

- i. Where there is a risk to the safety of individuals and/or the broader TMU community.
- ii. Where the University has a legal duty to investigate, such as under the *Ministry of Training, University and Colleges Act*, the *Ontario Human Rights Code* and/or *Occupational Health and Safety Act*.
- iii. Where the incident otherwise falls within Part Two (b) Application and Scope of this Policy as outlined above, but the individual directly affected wishes to be a witness in an investigation and not the complainant.
- iv. Where the incident otherwise falls within Part Two (b) Application and Scope of this Policy as outlined above, but the alleged incident was perpetrated by a TMU community member against a non-TMU community member.

In these circumstances, the individual affected by the alleged incident of sexual violence may choose whether to participate in the complaint resolution process as a witness. The individual may request to receive information about the general progress of the complaint resolution process, even if they choose not to participate in the process. Human Rights Services will consider their request while balancing applicable confidentiality and privacy obligations.

d. Notice of Complaint Resolution Process

Human Rights Services will provide a Notice of Complaint Resolution Process to the complainant, the respondent and the investigator, if one has been appointed.

The Notice of Complaint Resolution Process will include the following information:

- i. A link to this Policy and any other related policies.
- ii. A summary of the allegations that make up the complaint or report.
- iii. Confirmation of the right to a support person or representative during the complaint resolution process, including the contact information for the University support office designated to support the parties.
- iv. Details of any interim measures that will be in place during the complaint resolution process, including advising that such interim measures may be revised if needed throughout the process with further notice provided to the parties.
- v. Information about confidentiality and the right to be free from reprisal or threats of reprisal under this Policy.
- vi. The name and contact information of the Human Rights Services case manager, investigator and decision maker (if appointed at the time of issuing the Notice).

e. Initial Meeting with Human Rights Services

After Human Rights Services has issued a Notice of Complaint Resolution Process to the parties, the Human Rights Services case manager will meet separately with the complainant and respondent and will:

- i. Explain to each party their rights and responsibilities in the complaint resolution process, including information about alternative resolution and investigation and decision-making processes.
- ii. Discuss details of interim measures, if applicable.
- iii. Explore whether the complainant and respondent are interested in exploring an alternative resolution, as opposed to the completion of an investigation and decision-making process.
- iv. Answer any questions.

f. Interim Measures during the Complaint Resolution Process

In some cases, it may be necessary to implement appropriate interim measures during a complaint resolution process under this Policy. Interim measures are temporary measures put in place to protect the parties, the community, and the integrity of the complaint resolution process. Such measures are without prejudice to the ultimate outcome of the complaint resolution process.

Examples of interim measures that might be considered include:

- i. Restrictions on contact and communication between the complainant and respondent, or other members of the TMU community.
- ii. Changes to student course and/or section enrollments.
- iii. Changes in employment assignments or reporting structures.
- iv. Restrictions to access campus or parts of campus.
- v. Changes within University housing if the parties are residing in Student Housing.

Where the respondent is an employee and any interim measures implemented by the University affect the respondent's terms and conditions of employment, the normal procedures of any relevant collective agreement will apply to the implementation of the interim measures.

The complainant or respondent may notify Human Rights Services if there is a change of circumstances, and the interim measure(s) may be modified if appropriate throughout the complaint resolution process.

There may be serious consequences for a respondent who is found to have violated interim measures imposed under this Policy, which may include the additional accountability measures as outlined below.

g. Alternative Resolution

Alternative resolution refers to alternative forms of complaint resolution that do not include an investigation or issuing a decision (see examples below).

Human Rights Services will consider whether alternative resolution is appropriate considering all relevant factors, including the complainant's desired outcomes, the nature and severity of the alleged incident of sexual violence, the potential risk or harm to the TMU community, and the willingness of the complainant and the respondent to participate in the process.

For alternative resolution to be a meaningful process, parties must engage in the process voluntarily and with informed consent and remain free from reprisal. During the alternative resolution process, the complainant or the respondent may withdraw their consent to participate at any time and Human Rights Services will consider whether it is possible and appropriate to move to an investigation and decision-making process.

Alternative resolution can take many forms, including, for example:

- i. The respondent's agreement not to contact or communicate with the complainant.
- ii. The respondent's agreement to participate in education about sexual violence and consent.
- iii. The respondent's agreement to participate in counselling.
- iv. The respondent's agreement to be governed by a period of probation.
- v. The respondent's agreement not to access designated University premises or services.

Alternative resolution may also include restorative or transformative justice approaches, including processes such as facilitated discussions, community conferencing or circle processes. During such processes, those who have caused harm and various stakeholders will actively engage in understanding the harm that was caused and its impact and hold those who have caused harm accountable and responsible not only for their past actions, but for shaping the future.

If the complainant and respondent are able to reach a resolution, a written record of the alternative resolution agreement will be prepared by Human Rights Services and signed by both parties. Human Rights Services will keep the signed alternative resolution agreement and provide a copy to the complainant and respondent and relevant University offices.

Human Rights Services will monitor the implementation of the alternative resolution agreement and ensure the parties' compliance. If there is a failure to comply with the terms of an alternative resolution agreement, the complaint may continue to an investigation and decision-making process in accordance with this Policy.

h. Investigation

If a complaint or report is not resolved through alternative resolution, Human Rights Services will initiate an investigation and determine its scope.

Human Rights Services will appoint an impartial investigator with knowledge, training and experience in sexual violence investigations and related issues. The investigator may be

internal or external to the University. If the complainant or respondent reasonably believes that the investigator may have a conflict of interest, they may request an alternative investigator in writing, explaining the reasons for their request. Human Rights Services will consider their concerns to determine whether or not to assign an alternative investigator.

Once an investigator is appointed, they will contact the parties to confirm their appointment as the investigator and explain the investigation process and their role as the investigator.

The investigator will conduct a thorough investigation in a manner that is independent, balanced, fair, unbiased, and free of arbitrariness and discrimination. The investigator works independently. They develop a plan identifying the issues of the complaint or report, who will be interviewed, which questions will be posed, and which documents will be requested for review. The investigator will conduct interviews with the complainant and the respondent separately and may need to meet with each party several times during the course of the investigation. The complainant and respondent will have the opportunity to provide the investigator with information, documents, names of witnesses, and other submissions or evidence that they believe are relevant to the matter under investigation. matter under investigation.

The investigator will ensure that both the complainant and respondent have a full opportunity to review and respond to all material aspects of the allegations that make up the complaint, and the evidence upon which the investigator will rely. The investigator will provide the complainant, the respondent and any witnesses with the notes from, or a synopsis of, their respective interviews, and each will have the opportunity to make any clarifications or corrections to their statements.

Human Rights Services and its investigators will aim to complete an investigation in a timely way, ensuring a trauma-informed process, procedural fairness and transparency.

i. Circumstances where the University may Place a Complaint Resolution Process on Hold

In some cases, the University may place a complaint resolution process under this Policy on hold until it is appropriate to proceed. Examples where a hold may occur include, but are not limited to:

- i. When the complainant has made a report to the police, or there is an active police investigation.
- ii. When the substance of the complaint is being dealt with through other civil legal proceedings, for example, grievance arbitration.
- iii. When the respondent is not a current member of the TMU community.

j. Referral to the Decision Maker

Human Rights Services will review the investigation report and provide it to an appropriate impartial decision maker for review and decision.

- i. Where the respondent is a faculty member, contract lecturer or teaching/graduate assistant, the Dean of their faculty will normally decide the matter.

- ii. Where the respondent is a staff member, the senior head of the unit (Director, Registrar, Senior Director, Executive Director, Assistant Vice-President, Vice Provost, or Dean) will normally decide the matter.
- iii. Where the respondent is a student, the Vice Provost, Students will normally decide the matter.

Human Rights Services will notify the complainant and respondent by e-mail within ten (10) business days of receipt of the final report from the investigator and inform them of who has been appointed as the decision maker. Where the complainant or respondent reasonably believes that the decision-maker may have a conflict of interest, they may request an alternative decision maker. Human Rights Services will consider their concerns to determine whether or not to assign an alternate decision maker.

k. The Rendering of the Decision

The decision maker will review the final report from the investigator.

The decision maker may also request an opportunity to meet with and ask any questions of Human Rights Services, the investigator, the complainant, the respondent and/or any witnesses separately before rendering a decision. Notes will be taken of any meeting so as to document any new evidence presented that does not appear in the investigation report. If new relevant information is presented by any party of witness in the course of these meetings, the complainant and respondent will be given the opportunity to respond to that new information before the decision is rendered. The complainant will not be required to appear before a decision maker in the presence of the respondent.

Within thirty (30) business days of receiving the investigation report and all other relevant information and materials, the decision maker will render a decision. The time frame to render a decision may be extended at the request of the decision maker, and the extension will be communicated to the parties.

The decision prepared by the decision maker will indicate whether or not there has been a breach of the Policy, and if so, assign appropriate accountability measures.

The decision maker will provide both the complainant and the respondent with a summary of the investigation results, their decision, reasons for the decision and any applicable accountability measures.

A request by a party to receive a copy of the investigation report will be subject to restrictions under the *Freedom of Information and Protection of Privacy Act*.

l. Accountability Measures

Where the decision-maker finds that there has been a breach(es) of this Policy, the decision-maker will assign accountability measures that are reasonable and appropriate in the circumstances. Accountability measures will reflect the status of the respondent, and other University offices may become involved in monitoring compliance with the accountability measures, e.g. Office of Student Care, Human Resources, Office of the Vice Provost, Faculty Affairs.

Decision makers have a range of accountability measures they can implement following a finding of a breach of this Policy. In doing so, the decision-maker will consider, as appropriate:

- i. The experiences and interests of the complainant;
- ii. The nature and severity of the incident, mitigating and aggravating circumstances and principles of proportionality;
- iii. The existence of a power imbalance between the complainant and the respondent and whether the respondent met their obligation to disclose under this Policy;
- iv. The principle of progressive discipline;
- v. The requirements under any relevant collective agreement and applicable law, including the direction of Bill 26, *Strengthening Post-Secondary Institutions and Students Act*;
- vi. Individual and collective safety, security and wellbeing considerations;
- vii. The University's role as an educational institution and other proper University interests;
- viii. Any other relevant factors.

Non-exhaustive examples of general accountability measures include:

- i. Educational workshops or counselling;
- ii. No contact with a specified individual(s) or group(s);
- iii. Letter of behavioural expectations; and/or
- iv. Restrictions related to accessing campus as a whole, parts of campus or certain University-related activities, services or networks.

Non-exhaustive examples of additional accountability measures applicable to student respondents:

- i. Removal from a course or section of a course;
- ii. Limitation to future enrollment in a course or with a particular instructor;
- iii. Removal or restriction of access to TMU online platforms, information technology resources, equipment, and infrastructure;
- iv. Restrictions from participation in intramural or varsity sports and TMU organizations or clubs;
- v. Probationary period;
- vi. Relocation in or eviction from University-owned and/or operated housing;
- vii. Suspension from the University for a defined period; and/or
- viii. Expulsion from the University permanently.

Non-exhaustive examples of additional accountability measures applicable to employees include:

- i. Change in work assignment, and/or
- ii. Letter of Coaching, Warning or Discipline, and/or
- iii. Suspension from work for a set time without pay; and/or
- iv. Dismissal from employment

The decision-maker reserves the right to implement accountability measures that are appropriate in the circumstances.

m. Appeals

A complainant or respondent wishing to appeal the finding or accountability measures in a decision under this Policy has the following options for pursuing an appeal.

i. Grounds for Appeal

The appeal decision maker will consider appeals based on the following grounds:

- a. Whether there was a substantial procedural error in the application of the Policy;
- b. Whether there is new evidence that could not have reasonably been presented earlier in the investigation process;
- c. Whether the findings are inconsistent with the evidence or Policy; and/or;
- d. Whether the accountability measures are unreasonable in the circumstances.

ii. Appeal Review Process

- a. Student: The complainant or respondent can submit to Human Rights Services a written request for appeal and an explanation of the basis for the request within 10 business days of receiving the original decision. The appeal will normally be decided by the Provost and Vice-President, Academic or otherwise, by an appeal decision maker senior to the original decision maker.
- b. Employee who is not a Union Member: The complainant or respondent can submit to Human Rights Services a written request for appeal and an explanation of the basis for the request within 10 business days of receiving the original decision. The appeal will normally be decided by the Provost and Vice-President, Academic or otherwise, by an appeal decision maker senior to the original decision maker.

In cases of Sexual Misconduct involving an Employee who is not a Union Member, the option to appeal a decision under this Policy can proceed only on the Grounds of Appeal (a), (b) and (c) above, and cannot include (d) which would

involve a review of accountability measures in light of Bill 26, *Strengthening Post-Secondary Institutions and Students Act*.

- c. Employee who is a Union Member: When the individual appealing is a union member, the option to review the decision is within the grievance and arbitration process of the applicable collective agreement.

If an appeal is filed by one party, the other party(ies) to the complaint will be notified that an appeal has been submitted. They will also be invited to make a written submission for consideration in the review of the appeal. In deciding on the appeal, the appeal decision maker will review the investigation file, the original decision findings and accountability measures, and any other relevant documents or information. The appeal decision maker may also interview the parties.

The appeal decision maker will communicate their appeal decision in writing to all parties within twenty (20) business days of the commencement of the review.

The appeal decision is final with respect to the options available within the University.

n. Strengthening Post-secondary Institutions and Students Act, 2022

When an employee has been found to have engaged in sexual misconduct, the University will adhere to the *Strengthening Post-secondary Institutions and Students Act, 2022*, with respect to matters relating to discharge or discipline, no re-employment and agreements. In particular:

- ii. An employee who has been discharged by the University or who has resigned as a result of committing an act of sexual misconduct against a student cannot be re-employed or engaged in a volunteer or any other capacity by the University.
- iii. If the University determines that it has re-employed or re-engaged such an individual, it will discharge that employee.
- iv. The University is prohibited from entering into an agreement that prohibits it or any person related to the institution from disclosing the fact that a court, arbitrator, adjudicator, or decision maker has determined that an employee has committed an act of sexual misconduct.

VI. Roles and Responsibilities Under this Policy

TMU community:

- i. Make themselves aware of the Policy and their responsibilities under the Policy.
- ii. Participate in the wide variety of education and training programs made available on campus.
- iii. Respect an individual's right to confidentiality if an incident of sexual violence is disclosed to them by a survivor; refer them to Consent Comes First or Workplace Wellbeing Services where the survivor can seek support, accommodations if needed, and guidance about reporting options.

- iv. Report to Community Safety and Security if they witness an emergency or immediate safety or security concerns at TMU.
- v. University employees (other than TMU health care providers) who receive disclosures of sexual violence or are aware of incidents of potential sexual violence are required to report the information to Human Rights Services to determine if it may be necessary to initiate a complaint resolution process under this Policy.

The University Executive:

- i. Maintain and communicate an ongoing commitment to combat the problem of sexual violence at TMU.
- ii. Foster a consent culture on campus.

The Vice-Provost, Students:

- i. Provide an organizational home for Consent Comes First.
- ii. Oversee the operation of the Office of Student Care, the Student Conduct Office and the Student Code of Non-Academic Conduct (Policy 61).
- iii. Work in close partnership with the Director of Human Rights Services; the Vice-Provost, Faculty Affairs; and the Chief Human Resources Officer on the interpretation and application of this Policy.
- iv. Ensure that the appropriate supports and services are put in place in the many units Reporting to the Office of Vice-Provost, Students.

The Director, Human Rights Services:

- i. Work in close partnership with the Vice-Provost, Students; the Vice-Provost, Faculty Affairs; and the Chief Human Resources Officer on the interpretation and application of this Policy.
- ii. Manage the Human Rights Services Office and the complaint resolution process.

The Chief Human Resources Officer:

- i. Work in close partnership with the Director, Human Rights Services; the Vice Provost, Faculty Affairs; and the Vice Provost, Students on the interpretation and application of this Policy.
- ii. Ensure that appropriate and applicable supports are in place for survivors who are employees of the institution through Workplace Wellbeing Services, human resources benefits, programs and employee and family assistance programs (EFAP).
- iii. Collaborate with the Vice Provost, Faculty Affairs, to ensure that training opportunities are made available for all faculty, staff, and other employees and contractors related to sexual violence and the processes for addressing incidents and complaints.

- iv. Work with human resources partners, Workplace Wellbeing Services, the Vice-Provost, Faculty Affairs (where applicable), and managers and supervisors to support workplace accommodations required in response to incidents of sexual violence at TMU.

The Vice-Provost, Faculty Affairs:

- i. Work in close partnership with the Director, Human Rights Services; the Vice-Provost, Students; and the Chief Human Resources Officer on the interpretation and application of this Policy.
- ii. Ensure appropriate support is in place for survivors who are academic staff of the institution, liaising with Human Resources regarding available programs or offerings that will assist survivors.
- iii. Work with Deans, Chairs and Directors and Human Resources to support workplace accommodations required in response to incidents of sexual violence at TMU.
- iv. Liaise with relevant unions.

Human Rights Services:

- i. A neutral office that does not advocate for any individual or group and cannot take sides on a complaint.
- ii. Provide advice, consultation and training on reporting, complaints and the complaint resolution process under this Policy.
- iii. Manage the Complaint Resolution Process, including inquiries, consultations, alternative resolutions, and investigations related to sexual violence.

Consent Comes First:

- i. Provide individualized care and trauma-informed support to student survivors, including connections to resources and academic accommodations and considerations as appropriate.
- ii. Develop and implement with on and off-campus partners the sexual violence awareness, prevention, education and training strategy.
- iii. Work with internal and external partners to develop and deliver training opportunities for students, student staff and the larger TMU community.

Workplace Wellbeing Services:

- i. Provide individualized care and trauma-informed support to employee survivors, including connections to resources and workplace accommodations as appropriate.
- ii. Provide individualized trauma-informed support and guidance to employee survivors who may require a short- or longer-term sick leave, which may include submission of a WSIB claim.

The Office of Student Care:

- i. Provide individualized care and trauma-informed support for student respondents, including connections to resources and academic accommodations and considerations as appropriate.

The Executive Director, Community Safety and Security:

- i. Provide appropriate services and support through Community Safety and Security such as safety planning, assisting survivors who choose to report to police, referral of community members to Consent Comes First, assisting Human Rights Services with investigations and application of sanctions where appropriate.
- ii. Ensure that all Community Safety and Security staff are trained in working with survivors of sexual violence, trauma-informed services and processes, and the impact of identities on how an individual experiences sexual violence.

Faculty and Academic Departments and Schools:

- i. Provide reasonable academic accommodations and/or considerations to students and employees impacted by sexual violence.

Student-Led Governing Bodies:

- i. Maintain an ongoing commitment to peer-to-peer sexual violence awareness and prevention education, training and support, and promotion of a consent culture at all events.
- ii. Work in collaboration with University staff, including but not limited to the Director, Human Rights Services; Executive Director, Community Safety and Security; Vice-Provost, Students; and Consent Comes First to communicate student concerns in regard to sexual violence and work to rectify them.
- iii. Develop campaigns and initiatives about sexual violence awareness and prevention and consent culture that are student-led and that centre voices and experiences, including but not limited to, those of students.

VII. Policy Review

This Policy will be reviewed every three years with meaningful consultation with members of the TMU community and in accordance with the agreement made between the University and representatives of the University's elected student governing bodies, for the provision and consideration of input from a diverse selection of students.

DRAFT RESOLUTION

RE: Sexual Violence Policy Review

BE IT AND IT IS HEREBY RESOLVED:

THAT the amendments to the Sexual Violence Policy be approved, as presented.

April 30, 2024

BOARD OF GOVERNORS
April 30, 2024

AGENDA ITEM: Report from the Vice-President, Equity and Community Inclusion

STRATEGIC OBJECTIVES:

- ☒ Academic
- ☒ Student Engagement and Success
- ☐ Space Enhancement
- ☒ Reputation Enhancement
- ☐ Financial Resources Management
- ☒ Compliance (e.g. legislatively required)
- ☒ Governance

ACTION REQUIRED: Information

SUMMARY:

This presentation offers an update to the Board of Governors regarding the ongoing and expanding initiatives of the Office of the Vice-President, Equity and Community Inclusion (“OVPECI”). It encompasses the OVPECI’s mandate, strategic direction, and the steps taken in the past year to foster a more inclusive and human rights-centered campus. The presentation underscores the continuous efforts of the Vice-President, Equity and Community Inclusion, and the OVPECI team within the prevailing societal landscape, emphasizing the impact of their endeavors on students, faculty, and staff at Toronto Metropolitan University (the “University”).

BACKGROUND:

Since the last year's update, the OVPECI has prioritized positioning the University as a leader in equity, diversity and inclusion (“EDI”). Discourse and knowledge in this field are advancing, and the University must remain at the forefront of this shifting and evolving paradigm. Therefore, OVPECI has concentrated its efforts on the following seven (7) areas to diminish systemic barriers at the University:

- legislative compliance and raising the bar
- supporting Indigenous and Black communities
- harnessing data to inform decision making and investments
- building capacity and partnerships
- developing strategic equity plans, policies and strategies
- embedding equity, diversity, inclusion, and decolonization (“EDID”) and accountability in research and programming
- addressing human rights and mental health proactively

The interplay of the works of these seven (7) areas helps to cultivate a culture of belonging and

flourishing and well-being; to challenge the status quo while tackling systemic barriers head-on; to create space for diverse perspectives, thoughts, and voices to fuel innovation; and foster critical thinking and problem solving.

The OVPECI plays a crucial role in enhancing the University's response to the current climate. By expanding partnerships and nurturing relationships, the team is actively fostering a more equitable and inclusive environment throughout the University. This includes leveraging diversity self-ID data collection and analysis to inform decision-making and investments. The management of data played a pivotal role in the University being recognized as the top Canadian employer for diversity by Forbes in 2023.

Lastly, there will be an update on the ways in which the University has responded to support our community members that continue to be impacted by the geopolitical conflict in the Middle East.

ATTACHMENT: Update from the Office of the Vice-President, Equity and Community Inclusion Presentation

PREPARED BY:

Name: Tanya (Toni) De Mello, Vice-President, Equity and Community Inclusion

Date: April 19, 2024

Update from the Office of the Vice-President, Equity and Community Inclusion (OVPECI)

April 30, 2024 | Board of Governors

Dr. Tanya (Toni) De Mello Vice-President,
Equity and Community Inclusion

**Toronto
Metropolitan
University**

Office of the Vice-President,
Equity & Community Inclusion



**From hearts and minds
to the law of the land
to the strategic planning
and intervention**

**Toronto
Metropolitan
University**

Office of the Vice-President,
Equity & Community Inclusion





Units within the OVPECI



Toronto
Metropolitan
University

Office of the Vice-President,
Equity & Community Inclusion

Work of the OVPECI



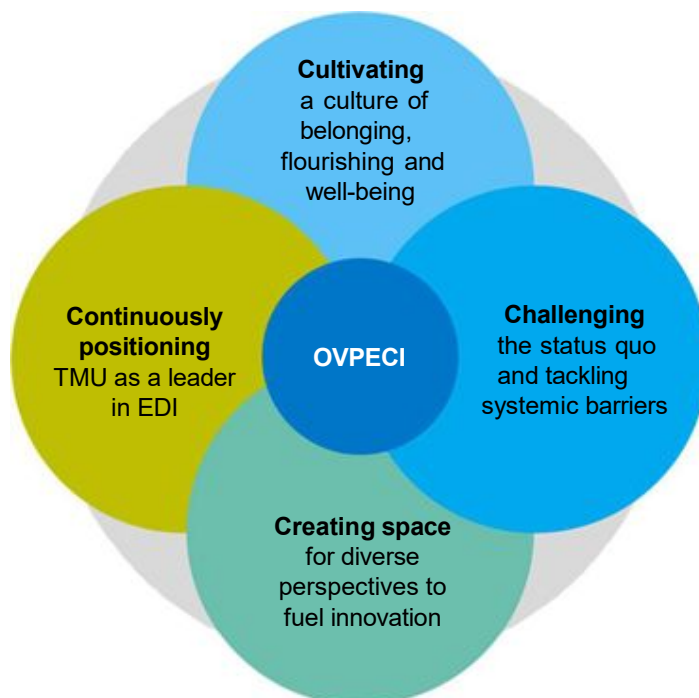
Office of the Vice-President,
Equity & Community Inclusion



How OVPECI is supporting TMU to respond to the current climate



Office of the Vice-President,
Equity & Community Inclusion



The role of the OVPECI in reducing systemic barriers at TMU



Impacts of social media on civil discourse and mental well-being

- By design, social media continues to reinforce existing beliefs while widening ideological gaps, which can impede civil discourse and negatively impact mental well-being.
- Universities must promote civil **discourse**, respectful **dialogue** and foster scholarship that enhances an understanding of **EDI**, and centers **human rights**.



Office of the Vice-President,
Equity & Community Inclusion



Supporting Indigenous and Black communities

- **30th year anniversary** of providing culturally supportive programs and initiatives to Indigenous students.
- **Name change** of Gdoo-maawnjidiimi Mompîi Indigenous Student Services.
- **Three-Year Milestone Report for Presidential Implementation Committee to Confront Anti-Black Racism (PICCABR):** Demonstrating accountability and building trust.
- **TMU's continued response and implementation** of recommendations from 2018 Truth and Reconciliation Report and 2020 Anti-Black Racism Campus Climate Review.



Office of the Vice-President,
Equity & Community Inclusion



Cultivating community

- **10 Community Networks:** Supporting employee engagement and contributions to a more vibrant workplace (new network for the Sikh community coming soon).
- **Re-convening the Spirituality Collective** to promote interfaith learning and awareness and respond to the ways geopolitical conflict is impacting our campus.
- **Creating and leading the university-wide Community Building Working Group** to promote well-being, constructive dialogue and conflict resolution skills.



Office of the Vice-President,
Equity & Community Inclusion



Diversity Self-ID

What is Diversity Self-ID?

- ➔ **Demographic data collection** of student, faculty and staff.
- ➔ **Focus on six equity groups facing historic underrepresentation:** Women, racialized people, Indigenous Peoples, Black people, persons with disabilities and 2SLGBTQ+ people.



Office of the Vice-President,
Equity & Community Inclusion



Harnessing data to inform decision making and investments

Diversity Self-ID data supports:

- ➔ **Decision making and planning of programs, policies and services** so that they attract and include community members who may not have traditionally been included (e.g. new hiring policy with HR and targeted recruitment of Black and Indigenous students with Office of the Vice-Provost, Students).
- ➔ **A deeper understanding of factors** that contribute to the retention of students from equity-deserving groups, and informing plans and actions to improve student success.



Office of the Vice-President,
Equity & Community Inclusion



Building capacity and partnerships

- ➔ **Delivering customized learning solutions** to support more equitable and inclusive environments.
 - School of Medicine; Faculty of Community Services; Faculty of Engineering and Architectural Science; The Creative School; Ted Rogers School of Management; Centre for Excellence in Learning and Teaching; Computing and Communications Services
- ➔ **Providing EDI expertise to the program/curriculum reviews** by producing 17 tools for undergraduate and graduate program reviews in partnership with the Curriculum Quality Team.
- ➔ **Addressing access barriers for students with precarious status** to fulfill fundamental right to education (e.g. Sanctuary Scholars, scholarships for students who are refugees).



Office of the Vice-President,
Equity & Community Inclusion



Building capacity and partnerships (cont'd)

- ➔ Providing guidance to HR to enhance the **hiring policies** and improve TMU's talent acquisition and retention.
- ➔ Partnering with HR on the **EDI Knowledge and Action Framework** to foster a more inclusive workforce.
- ➔ Partnering with HR to establish the **Indigenous Wellbeing and Cultural Practice Leave**.



Office of the Vice-President,
Equity & Community Inclusion



Developing equity plans, policies and strategies

Crafting and reviewing campus equity plans to foster a human rights-centred campus:

- Sexual Violence Policy Review with the Office of the Provost and Office of the VP, Administration and Operations.
- Updated EDI Action Plan for the Canada Research Chairs Program with Office of the VP, Research and Innovation.
- Consulting and working on policies to support accreditation for the School of Medicine.
- Protocol for defining and reporting mistreatment of students.



Office of the Vice-President,
Equity & Community Inclusion



Embedding EDID and accountability in research

- Implementing and enforcing the **Ontario Human Rights Code** through the work of Human Rights Services.
- Embedding EDI practices into the research ecosystem and continuing the work of **Dimensions** with the Office of the VP, Research and Innovation.
- Examining barriers to integration that migrants face by designing policies that are equitable and inclusive for all through the **Bridging Divides Research Program** with the Office of the VP, Research and Innovation.
- Secured \$148,000 grant for the **Enabling Accessible Healthcare Delivery project** with the School of Disability Studies.



Office of the Vice-President,
Equity & Community Inclusion

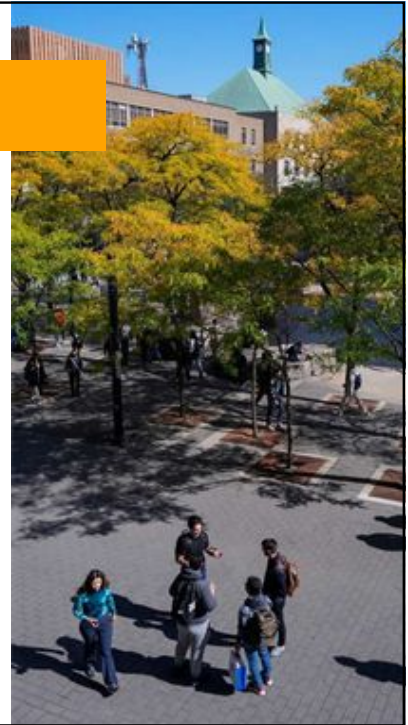


Addressing human rights proactively

- ➔ Providing **human rights consultations** for students, faculty, staff and departments, including an average of 50+ new inquiries received per month.
- ➔ Delivering **human rights education/training** to leaders, including chairs, directors, faculty, Career Boost student supervisors.
- ➔ Increasing focus on resolving human rights complaints through **early intervention and alternative resolution**, and offering **restorative justice approaches**.



Office of the Vice-President,
Equity & Community Inclusion



Strategic goals for the upcoming year

- Developing a university-wide Strategic Equity, Diversity, Inclusion and Decolonization Plan for TMU.
- Reviewing the Discrimination and Harassment Prevention Policy.
- Supporting faculties directly to:
 - create templates and evaluation tools for equity plans
 - deliver training, consulting and coaching
 - build communities of collaboration



Office of the Vice-President,
Equity & Community Inclusion



OVPECI's impact

- **TMU is a nation-wide leader in EDI**, recognized as Forbes top Canadian employer for diversity in 2023, in large part due to OVPECI's commitment to diversity data collection and analysis.
- OVPECI works to **share leadership knowledge** with external partners
 - Ontario Public Service; Ontario Court of Justice; Council of Ontario Universities; Canadian Association for the Prevention of Discrimination and Harassment in Higher Education
- OVPECI is **bringing equity leaders** together, having co-hosted first-ever summit of all vice-presidents and assistant vice-presidents of equity in Calgary in 2023.



Office of the Vice-President,
Equity & Community Inclusion



Questions?

Get in touch with the Office of the Vice-President,
Equity and Community Inclusion (OVPECI):



Email | equity@torontomu.ca



Website | torontomu.ca/equity



Office of the Vice-President,
Equity & Community Inclusion



BOARD OF GOVERNORS
April 30, 2024

AGENDA ITEM: Appointment to the Property Committee

STRATEGIC OBJECTIVES:

- ☐ Academic
- ☐ Student Engagement and Success
- ☐ Space Enhancement
- ☐ Reputation Enhancement
- ☐ Financial Resources Management
- ☐ Compliance (e.g. legislatively required)
- ☒ Governance

ACTION REQUIRED: Approval

SUMMARY:

Toronto Metropolitan University (the “University”) is seeking to appoint new external members to the Property Committee (“Committee”) to broaden the expertise of the Committee. The Board of Governors (“Board”) is being asked to approve the appointment of John Mallovy, Vice President, Corporate Real Estate, Rogers Communications, to the Committee.

BACKGROUND:

Under article 15.3 of the Board By-Laws, the Governance Committee has the responsibility to recommend to the Board membership in Board committees.

The Property Committee was established as a special committee of the Board reporting to the Finance Committee. Its mandate is to provide expert advice to the University on strategic real estate and property matters within the framework of the University’s Campus Master Plan. The Committee’s terms of reference allow for individuals external to the University with a background in the legal, financial, or real estate industries to be appointed as members.

J. Mallovy, the Vice President of Corporate Real Estate of Rogers Communications has advised Rogers on real estate matters for over eleven (11) years. Before this, J. Mallovy served as the Director for Construction at Scotiabank, and the Vice President for Construction, Engineering and Procurement of Greenwin Property Management. J. Mallovy holds a Masters in Business from Schulich School of Business-York University and a Bachelors in Civil Engineering from the University of Toronto.

ATTACHMENT: Biography of J. Mallovy

COMMUNICATIONS STRATEGY: The Board website will be updated to reflect the membership

changes.

PREPARED BY:

Name: Jennifer MacInnis, Associate General Counsel and Assistant Secretary of the Board of
Governors

Date: April 2, 2024

APPROVED BY:

Name: Wendy Lawrence, General Counsel, Secretary of the Board of Governors and Chief
Privacy Officer

Date: April 3, 2024

Biography of John Mallov

John has over 30 years experience in the Real Estate industry and is currently Vice President of Corporate Real Estate at Rogers Communications. He is responsible for all aspects of management of Rogers 8 million sq ft of owned and leased real estate including workplace and portfolio strategy, property transactions and facility and project management. His team is also responsible for Rogers Carbon Net Zero strategy and meeting Rogers target of a 50% reduction in carbon emissions by 2030.

John has an MBA from the Schulich School of Business and a BAsC in Civil Engineering from the University of Toronto.

DRAFT RESOLUTION

RE: Appointment to the Property Committee

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the appointment of John Mallovy to the Property Committee.

April 30, 2024

BOARD OF GOVERNORS
April 30, 2024

AGENDA ITEM: Appointment to the Property Committee

STRATEGIC OBJECTIVES:

- ☐ Academic
- ☐ Student Engagement and Success
- ☐ Space Enhancement
- ☐ Reputation Enhancement
- ☐ Financial Resources Management
- ☐ Compliance (e.g. legislatively required)
- ☒ Governance

ACTION REQUIRED: Approval

SUMMARY:

Toronto Metropolitan University (the “University”) is seeking to appoint new external members to the Property Committee (“Committee”) to broaden the expertise of the Committee. The Board of Governors (“Board”) is being asked to approve the appointment of Ashi Mathur, President of the Baz Group of Companies to the Committee.

BACKGROUND:

Under article 15.3 of the Board By-Laws, the Governance Committee has the responsibility to recommend to the Board membership in Board committees.

The Property Committee was established as a special committee of the Board reporting to the Finance Committee. Its mandate is to provide expert advice to the University on strategic real estate and property matters within the framework of the University’s Campus Master Plan. The Committee’s terms of reference allow for individuals external to the University with a background in the legal, financial, or real estate industries to be appointed as members.

A. Mathur has over twenty-five (25) years of experience in investment and banking with a focus on real estate investing. As the current President of the Baz group of companies, A. Mathur oversees a portfolio of over 16 million square feet of residential properties with an estimated value of over \$9.5 billion. A. Mathur has served as the Deputy Head of Investment Banking and Head of North American Real Estate at BMO Capital Markets, and founded and was the CEO of the BMO Capital Markets Real Estate Private Equity Fund. A. Mathur is a certified public accountant, and has bachelor and masters degrees from the University of Waterloo.

ATTACHMENT: Biography of A. Mathur

COMMUNICATIONS STRATEGY: The Board website will be updated to reflect the membership changes.

PREPARED BY:

Name: Jennifer MacInnis, Associate General Counsel and Assistant Secretary of the Board of Governors

Date: April 2, 2024

APPROVED BY:

Name: Wendy Lawrence, General Counsel, Secretary of the Board of Governors and Chief Privacy Officer

Date: April 3, 2024



Ashi Mathur, CPA, CA – President and Board Member BAZ Group of Companies

E : amathur@bazgroup.ca

C : 647-290-7489

Company Profile:

- The Baz Group of Companies (“BAZ”) is one of Canada’s largest privately-owned Real Estate firms with operating companies that strategically acquire, develop, construct, and reposition assets throughout North America.
- The inception of BAZ in 2013 marked the beginning of a remarkable journey, culminating in assets under management reaching \$1.5 billion and total project completions exceeding \$9.5 billion. Presently, BAZ encompasses four distinct businesses spanning residential development, value-add multi-family properties in both the US and Canada, and seniors housing.

Ashi Mathur Bio:

- Joined Baz Group of Companies in 2019 as a Partner, President, and Board Member. He has more than 25 years experience in Investment & Corporate Banking and Public Accounting.
- Currently is a Board Member of BAZ’s operating business: Marlin Spring Developments, Spring Living Retirement Communities, Greyspring Apartments and Marlin Spring US Realty.
- Previously Deputy Head of Investment Banking, and Head of North American Real Estate, at BMO Capital Markets as well as CEO of BMO Capital Markets Real Estate Private Equity Fund for 18 years.
- Has successfully completed over \$100 billion of M&A advisory and capital raising transactions in his career.
- Received his CPA designation in 1994. Received a Master of Accounting and BA (Hons. Chartered Accounting) from the University of Waterloo. He remains engaged with the University by appearing as a Guest Lecturer and serving on the School of Accounting and Finance’s Advisory Board.

DRAFT RESOLUTION

RE: Appointment to the Property Committee

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the appointment of Ashi Mathur to the Property Committee.

April 30, 2024



BOARD OF GOVERNORS

April 30, 2024

AGENDA ITEM: Statement of Investment Policies and Procedures Amendments

STRATEGIC OBJECTIVES:

- ☐ Academic
- ☐ Student Engagement and Success
- ☐ Space Enhancement
- ☐ Reputation Enhancement
- ☐ Financial Resources Management
- ☐ Compliance (e.g., legislatively required)
- ☒ Governance

ACTION REQUIRED: Approval

SUMMARY:

The *Pension and Benefits Act* (“PBA”) requires registered pension plans to file a Statement of Investment Policies and Procedures (“SIP&P”) with the Financial Services Regulatory Authority of Ontario (“FSRA”) and to review the SIP&P annually. Attached for the Employee Relations and Pensions Committee’s review is a revised SIP&P for the Toronto Metropolitan University Pension Plan (“TMUPP”).

The Ontario Municipal Employees Retirement System (“OMERS”) made changes to its SIP&P effective January 1, 2024 and as a result, Toronto Metropolitan University’s (the “University”) SIP&P has been amended to reflect the OMERS changes that apply to the TMUPP as follows:

- Updating the Strategic Asset Allocation in section 3.2
- Updating the definition of public credit and adding private credit in section 3.3.1
- Updating the valuation of investments section 3.10

Proteus, a HUB International Company (“Proteus”), has reviewed the OMERS SIP&P changes and confirmed the appropriateness of the changes to the University’s SIP&P.

BACKGROUND:

Prior to 2016, the University had adopted the OMERS SIP&P because the assets of the TMUPP are invested on a co-mingled basis with the OMERS plan assets. As a result of amendments to the PBA, the University was required to develop its own SIP&P, which the Board of Governors approved on September 28, 2015. Proteus, which provides pension plan governance and investment consulting services, assisted the University in developing and regularly updating the University’s SIP&P.

The University’s SIP&P was last amended in April 2023 to reflect changes that OMERS made to its SIP&P effective January 1, 2023.

ATTACHMENTS: SIP&P with tracked changes
SIP&P clean version

PREPARED BY:

Name: Jan Neiman, Director, Pensions & Benefits

Date: April 2, 2024

APPROVED BY:

Name: Joanne McKee, Chief Financial Officer

Date: April 2, 2024

STATEMENT OF INVESTMENT POLICY AND PROCEDURES

For The

**Toronto Metropolitan University
Retirement Pension Plan**

FSCO Registration Number 0589887

Effective March 1, 2024~~3~~

Approved on April 30, 2024~~3~~
By the Toronto Metropolitan University Board of Governors

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Section 1 - INTRODUCTION

1.1 PURPOSE OF THE PLAN

The Toronto Metropolitan University ("TMU") ~~Retirement~~-Pension Plan (the "Plan") was established in 1964 by TMU's Board of Governors (the "Board") to provide retirement income benefits to TMU Plan Members ("Plan Members") as described in the TMU ~~Retirement~~-Pension Plan Text (the "Plan Text"). Membership in the Plan is available to all full-time career employees at TMU, as well as several classifications of term employees, subject to the applicable minimum service requirements and other conditions outlined in the Plan Text.

1.2 NATURE OF THE PLAN

The Plan is registered as a defined benefit pension plan. The Plan is contributory and is funded by equal contributions from TMU and the Plan Members. The contribution rates are determined by TMU and are based upon the funding requirements of the Plan following discussions with the Plan's actuary. Funding requirements of the Plan are therefore subject to change and may result in changes to the required contribution rates. Contribution rates do not determine the amount of pension payable from the defined benefit plan.

The Plan provides a pension benefit for normal retirement at age 65 based on the following formula: 1.35% of the member's highest annual average earnings over 60 consecutive months up to the maximum pensionable earnings limit of the member's final year, plus 2.0% of the member's highest annual average earnings over 60 consecutive months in excess of the maximum pensionable earnings of the member's final year, the sum multiplied by the number of years of credited service to a maximum of 35 years. The Plan pension formula includes a bridge benefit paid to age 65, as well as survivor benefits and early retirement options. All pensions are indexed to the Consumer Price Index for Canada to a maximum of eight per cent per year with any excess carried forward to future years.

Between 1965 and 1995 a number of agreements were made between TMU and the Ontario Municipal Employees Retirement Board ("OMERS") whereby it was agreed that OMERS would manage and administer the Plan. Each agreement was approved by the Ontario Lieutenant Governor by Order in Council. The current agreement (the "OMERS Management Agreement") is dated as of April 1, 1995 and approved by the Ontario Lieutenant Governor by Order in Council 2211/95. Under this agreement OMERS ceased providing day to day administration of the Plan and agreed to invest the portion of pension assets transferred to it by the Trustee of the TMU ~~Retirement~~ Pension Plan Trust Fund (the "Fund"), Royal Trust Corporation of Canada (currently known as RBC Investor & Treasury Services). The purpose of the Fund is to provide the Plan Members with retirement benefits as described in the Plan Text.

The portion of the Fund held from time to time for investment purposes by OMERS is referred to herein as the “OMERS-Invested TMU Fund”.

The Plan also maintains a “Liquidity Account,” which is held by the Trustee RBC Investor & Treasury Services. The Liquidity Account is separate from the OMERS-Invested TMU Fund and is not managed by OMERS. The Liquidity Account has been established to receive contributions, disburse benefit payments, and transfer assets between the Liquidity Account and the OMERS-Invested TMU Fund.

The combined assets of the OMERS-Invested TMU Fund and the Liquidity Account represent the total assets of the Fund.

1.3 PURPOSE OF THE STATEMENT

This Statement of Investment Policies and Procedures (“Statement”) addresses the manner in which the Plan’s assets shall be invested. The Statement defines the Plan’s governance structure and other procedures adopted for the ongoing operation of the Plan. The Plan is registered with the Financial Services Regulatory Authority of Ontario (“FSRA”)~~Financial Services Commission of Ontario (“FSCO”)~~ and is subject to the Pension Benefits Act of Ontario (“PBAO”). Investments shall be selected in accordance with the criteria and limitations set forth in this Statement and in accordance with all applicable legislation including the PBAO, Schedule III of the Federal Government’s Pension Benefits Standards Regulations (“PBSR”), and the Income Tax Act (“ITA”) of Canada as administered by the Canada Revenue Agency (“CRA”). In the event of a conflict between applicable legislation and this Plan Statement, the legislated regulations prevail. The Statement is available to Plan Members for inspection without charge and copies are available upon request.

In establishing this Statement, a Standing Committee of the Board referred to as the Employee Relations & Pensions Committee (the “Committee”) is acting in accordance with its responsibility to the participants of the Plan and its beneficiaries. The basic goal underlying the establishment of this policy is to ensure that the assets of the Fund, together with the expected contributions and investment income to be earned by the Fund, shall be invested in a prudent manner, so that the Fund shall be sufficient to meet the member benefit obligations of the Plan as they come due.

Assets must be managed with the care, skill and diligence that a prudent person in similar circumstances would exercise in dealing with the property of another person. In particular, prudent limits must be attached to purchases of individual investments. The investment managers should use, in investing the Fund, all relevant knowledge and skill that the investment managers possesses by reason of their profession and business qualifications.

This Statement may be changed or modified at any time by recommendation of the Committee and action of the Board.

Section 2 - PLAN GOVERNANCE

2.1 BOARD OF GOVERNORS

TMU is the Plan sponsor and acts as the administrator of the Plan. In particular, the Board is responsible for ensuring that the Plan is managed prudently for the benefit of its Plan Members. The Board is responsible for approving all amendments to the Statement and has delegated various oversight responsibilities to the Committee. Other parties involved in the management and/or oversight of the Plan include the Joint Pension Committee, which is comprised of members from TMU's employee constituency groups, the TMU Executive Group, Human Resources Pensions & Benefits, and OMERS, which is responsible for the investment of the OMERS-Invested TMU Fund in accordance with the OMERS Management Agreement. Several outside parties have been hired to provide advice, administer data, and produce statements.

2.2 EMPLOYEE RELATIONS & PENSIONS COMMITTEE

The mandate of the Committee is to review and, from time to time, recommend changes and improvements in the TMU ~~Retirement~~ Pension Plan or make any decision or take any action related to the Plan as has been delegated to that Committee by resolution of the Board, and to consider and make recommendations to the Board on all matters respecting employee relations except negotiations.

The Committee has delegated several tasks to various parties and has retained advisors and agents to assist it in carrying out its duties; it meets at least three times annually and its responsibilities include the following:

- Oversee that TMU has satisfied all of its pension plan governance and fiduciary obligations;
- Advise the Board on policy issues;
- Review the annual audited financial statements of the Plan;
- Periodically review and make recommendations with respect to all external relationships having to do with the Plan administration including but not limited to
 - the appointment of the Plan actuary and the Plan administrator;
- Monitor the performance of the Plan's investments and recommend to the Board the appointment of investment counsel and investment managers;
- Monitor to ensure that the Plan investments and funding are managed according to the laws and this Statement;
- Recommend Statement and Plan amendments to the Board for approval.

2.3 OMERS

The Plan allows for investment of the OMERS-Invested TMU Fund by OMERS. The Committee recognizes that OMERS independently maintains, and is governed by, its own Statement of Investment Policies and Procedures. The OMERS Management Agreement provides that the OMERS-Invested TMU Fund will be commingled with the OMERS Primary Pension Plan fund for investment purposes including earnings, policies and goals. It explicitly states that OMERS shall have no responsibility for determining whether investment in the commingled fund is consistent with this Statement or otherwise appropriate for the Fund. Accordingly, the Committee shall carefully monitor the OMERS Primary Pension Plan Statement of Investment Policies and Procedures as amended from time to time to confirm it continues to be consistent with the Plan's investment policies and goals.

OMERS has the following responsibilities:

- Holding and investing the OMERS-Invested TMU Fund on a commingled basis with the OMERS Primary Pension Plan;
- Meeting with the Committee to present its analysis of the investment performance and to describe its current and future investment strategies;
- Regularly preparing and providing to the Committee written investment performance reports;
- Informing the Committee of any changes to its Statement of Investment Policies and Procedures, and any significant changes to its organization or investment strategies;
- Exercising the care, skill and diligence required by Section 22 of the Pension Benefits Act (Ontario).

2.4 CONFLICT OF INTEREST

The Board, the Committee and any employee, agent or advisor directly retained by TMU to provide services related to the administration of the Plan (except as provided in the OMERS Management Agreement) shall comply with TMU's Conflict of Interest policy and procedures, and By-law No.1, Article 8, declaration of interest provisions. Further, all individuals must further disclose immediately to the Committee, any actual or perceived conflict of interest ~~that~~^{which} could affect their ability to render objective advice or services affecting the administration of the Plan. These individuals shall also abstain from voting on matters where an actual or perceived conflict of interest appears.

2.5 RELATED PARTY TRANSACTIONS

The Plan or OMERS may enter into a transaction with a related party, as determined under the applicable legislation (i.e. PBA or ITA). OMERS' transaction with a party related to them will also be in accordance with the requirements of the OMERS 'Related Party Transactions Review Policy'. For the purposes of the applicable legislation, a transaction is considered to be nominal or immaterial at the time the transaction is entered into or completed for:

- TMU if its value is no more than 3% of the market value of the Liquidity Account;
- OMERS if its value is no more than 3% of the market value of the OMERS Primary Plan Fund.

2.6 STANDARD OF PRUDENCE

All persons charged with investment responsibility over the assets of the Fund are required to ensure compliance with the quantitative restrictions set out in Schedule III of the PBSR.

2.7 STATEMENT REVIEW

This Statement is to be reviewed by the Committee at least annually. In formulating its Statement amendment recommendations for the Board of Governors, the Committee will take into account whether any significant developments have occurred including:

- Changes to the OMERS Statement of Investment Policy and Procedures or any of the other OMERS policies mentioned in this Statement;
- Governance changes;
- Changing investment beliefs;
- Changes to the demographics of the Plan's Membership;
- New investment strategies;
- Changes to legislation;
- Any practical issues arising from the application of the Statement.

The Plan Administrator will file a copy of the amended Statement with the Financial Securities Commission of Ontario, as well as with the Plan's actuary, within 60 days following the Statement's amendment date.

Section 3 - INVESTMENT POLICY

3.1 RETURN EXPECTATIONS

TMU is committed to providing secure pensions through receipt of contributions and by investing activities informed by the long-term strategic asset mix, which is based on the last completed asset-liability study performed by OMERS, designed to deliver approximately 57% average annual net ~~nominal~~ real returns over the long-term. In estimating long-term return expectations there is risk that actual results may be different. TMU's long-term investment goal is to ensure that the value of the Fund exceeds the present value of all accrued pension benefits promised to the Plan Members. The Fund shall be managed on a going-concern basis.

3.2 STRATEGIC ASSET ALLOCATION

OMERS uses four strategic asset groups (fixed income, equities, real assets and short-term instruments) as part of the long-term strategic asset allocation for the Plan.

These asset groups are comprised of the following asset classes:

- Fixed income includes government bonds, ~~and public credit investments (public or private)~~ and private credit;
- Equities includes public equity and private equity;
- Real assets includes infrastructure and real estate; and
- Cash and funding – includes cash and equivalents, recourse debt and derivatives.

The combined exposure to private assets (Private credit, Private equities and Real Assets) shall not exceed 75%. The combined exposure to private assets excluding Private credit shall not exceed 65%.

The following long-term strategic asset mix allocations that were established by OMERS have been adopted by TMU:

Asset Group¹	Minimum	Target	Maximum
Fixed Income			
• <u>Government Bonds</u>	3%	7.5 17%	20 30%
• <u>Public Credit</u>	12.5 5%	20 14%	30 20%
• <u>Private Credit</u>	5%	12%	20%
Equities			
• <u>Public Equities</u>	20 10%	27.5 19%	40 30%
• <u>Private Equities</u>	12 14%	17.5 8%	22%
Real Assets			
• <u>Infrastructure</u>	17 15%	25 22%	32 27%
• <u>Real Estate</u>	12 10%	22.5 18%	27 22%
Cash and Funding	40 0%	-20%	40 5%

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* TMU maintains a separate Liquidity Account, which receives contributions and disburses benefit payments. This account has been excluded from the above-noted targets, minimums and maximums.

Implementation of the long-term strategic asset group mix is completed in a prudent manner subject to market conditions and investment opportunities. OMERS implements the strategic asset group mix through its investment entities and through external service providers or other entities (including, without limitation, external professional investment advisors, third-party managed funds, pooled funds, unit trusts and similar vehicles).

3.3 CATEGORIES OF INVESTMENTS

The Fund is invested directly and indirectly in the four strategic asset groups identified above. Within each asset group there are various asset classes. Depending on the nature of the investment, it is possible that an investment could fit within the description of more than one asset class in which case the asset will be classified according to the class to which it most closely aligns based upon an assessment of its underlying characteristics. The strategic asset groups described below may include other asset classes which share similar risk/return characteristics.

3.3.1 Fixed Income

Fixed income investments typically pay a fixed or floating amount of interest at regular intervals over a period of time, as well as return of the original principal investment at maturity. Coupon payments and contractual maturities of fixed income investments provide liquidity to the Plan. The fixed income asset group includes the following asset classes:

- a) Government Bonds – debt issued by governments or government agencies, including derivatives that emulate such instruments; this may include nominal or inflation linked securities where the underlying principal or return is indexed to inflation; ~~and~~
- b) Public Credit investments – debt issued by an entity that is neither a government nor a government agency, that is tradeable, including derivatives that emulate such instruments; ~~this may include nominal or inflation linked securities where the underlying principal or return is indexed to inflation. They may have fixed or floating rate payments, be secured by other assets or be convertible into other securities, and be issued by either public or private companies. Credit investments includes asset backed financing such as royalty related income streams.~~ and

~~b)c)~~ Private Credit – means all credit that is not Public credit. For greater clarity, this includes asset backed financing such as royalty-related income streams.

In relation to the above, investments in category a) and b) will have a minimum credit rating of BBB. Investments in category c) can be below investment grade.

3.3.2 Equities

Equities include both public equities and private equities:

- Public equities are securities that represent ownership in a reporting issuer and include securities listed on recognized exchanges. Public equities include domestic and global equities, commodities, equity derivatives, equity pooled vehicles such as ETFs, hedge funds, closed end funds and publicly traded REITs;
- Private equity is the ownership of equity or equity-like securities in companies ~~(including funds)~~ that do not generally trade on a recognized exchange. Private equity investments have the potential for higher returns than investments in public equities through active management and increased leverage but have potentially higher return volatility than other asset classes. Venture capital and growth equity are considered to be private equity.

3.3.3 Real Assets

Real assets include private investments in infrastructure and real estate:

- Infrastructure investments are generally direct investments in large-scale services (e.g., utilities, transport, data infrastructure, social infrastructure, and power generation including renewables) and/or businesses with high barriers to entry, that are resilient through economic cycles, and are often supported by public regulation or by substantially contracted revenue streams that operate over extended periods of time. ~~Infrastructure A diversified portfolio of infrastructure investments are~~ is expected to produce predictable and stable cash flows and returns.
- Real estate investments are generally direct and indirect investments in real estate assets (e.g., industrial, office, retail, hotel, and residential income producing properties and development properties) or real estate management businesses. A diversified portfolio of real estate investments is expected to produce predictable and stable cash flows and returns.

3.3.4 Cash and Funding

Cash consists of cash and equivalent investments used to maintain plan liquidity. Funding includes debt guaranteed by OMERS Administration Corporation ("OAC") to gain exposure to other asset classes to the extent it has not been allocated as debt to an asset class. Derivative exposure is reflected in each asset class, with an offset included in cash and funding.

3.4 EXPOSURE TO FOREIGN ASSETS

Foreign investments are permitted as they may provide the benefit of diversification to the Plan. Such investments could include components of any of the asset classes described above.

3.5 SHORT SELLING OF SECURITIES

OMERS may short sell securities in public market assets to enhance expected returns or protect capital. Engaging in short selling of securities will only be done after full consideration of the related risks. These risks will be identified, measured, managed and monitored.

3.6 RISK MANAGEMENT

TMU is exposed to a variety of investment risks. These include but are not limited to:

- Market risk (e.g., interest rate risk, foreign currency risk);
- Liquidity risk; and
- Credit risk.

These risks are measured and managed by OMERS using systematic quantitative and qualitative approaches that assist in assessing the total risk associated with the Fund's investment activities. The OMERS risk management function assesses key investment risks.

To manage plan design & funding risk and investment risk, periodic asset-liability studies will be conducted along with ad-hoc projections of the Plan's financial position.

3.6.1 Asset/Liability Management (ALM) Process

OMERS regularly reviews the composition of its portfolios and adjusts its exposures based upon its risk appetite. The Committee will periodically review the characteristics of the TMU ~~Retirement~~ Pension Plan's demographics and liability profile relative to those of the OMERS Primary Pension Plan to ensure they are reasonably similar and that the strategic asset allocation remains appropriate for the TMU ~~Retirement~~ Pension Plan.

3.6.2 Diversification

Diversification is an important risk management tool because it reduces the variability of returns by spreading the Fund's long-term risk among:

- asset classes;
- counterparties;
- countries and sectors;
- asset holding periods;
- currencies;
- and securities

3.6.3 Derivatives

TMU recognizes that OMERS uses exchange-traded, over-the-counter and other forms of bilateral derivative contracts to gain, reduce or hedge exposure to interest rates, foreign exchange rates, credit, debt instruments, commodities, public equities and other indices. Types of derivatives used

include listed futures, options (listed and over-the-counter), swaps and forwards. Exchange-traded derivative and cleared over-the-counter positions are regularly valued using quoted market prices, where available, while bilateral over-the-counter derivatives are marked-to-market. -Derivatives are only used after full consideration of the related risks and in accordance with internally approved limits and applicable laws and regulations.

3.7 LIQUIDITY

The liquidity of specific asset classes is considered by OMERS in the development of the strategic asset mix. Plan liquidity is managed to ensure that sufficient liquidity is available to meet future obligations as they become payable during both normal and adverse market conditions.

The Plan also maintains a Liquidity Account held by the Trustee RBC Investor & Treasury Services. The Liquidity Account is separate from the OMERS-Invested TMU Fund and is not managed by OMERS. The Liquidity Account has been established to receive contributions, disburse benefit payments, and transfer assets between the Liquidity Account and the OMERS-Invested TMU Fund. Investments ~~in~~ the Liquidity Account are managed with a short-term time horizon. An appointed delegate of the Committee is responsible for overseeing the Liquidity Account and ensuring sufficient liquidity is maintained to meet the financial obligations of the Plan as they come due. The Committee's delegate is also responsible for communicating the Plan's liquidity requirements to OMERS with reasonable advance notice. Contributions to the Liquidity Account which are in excess of the required disbursements may be transferred to OMERS. OMERS may also periodically be instructed to transfer assets to the Liquidity Account when disbursements required for benefit payments exceed the available balance of the Liquidity Account.

3.8 DELEGATION OF VOTING RIGHTS

Responsibility for exercising all voting rights acquired through the Plan's investments has been delegated to OMERS. -OMERS is expected to exercise voting rights in a manner that is consistent with its Proxy Voting Guidelines and make the policy available to the Plan upon request. OMERS may engage a proxy voting service provider.

3.9 CONSIDERATION OF ENVIRONMENTAL, SOCIAL AND GOVERNANCE FACTORS

TMU believes that well run companies with sound environmental, social and governance ("ESG") practices will perform better in the long-term.

TMU recognizes that OMERS incorporates ESG factors, including climate change, into its decision-making process and asset management practices, as such factors could

have a material impact on investment performance. Approaches to ESG integration for investments vary by strategy, in a manner consistent with OMERS policies, procedures and guidelines. OMERS may, without input from or consultation with TMU, determine that there are industries, sectors, jurisdictions, markets, or companies where the risks posed by ESG factors outweigh any potential benefits of investing. OMERS seeks to actively engage with investee companies and other stakeholders to promote sustainable business practices and long-term thinking while addressing material ESG factors in their strategy and operational practices.

OMERS exercises voting rights in respect of its public equity portfolio in a manner consistent with the OMERS Proxy Voting Guidelines.

TMU believes that ~~the~~ consideration of ESG factors is both prudent and consistent with its objective to meet its financial obligations and fulfill the pension promise.

3.10 VALUATION OF INVESTMENTS

Investments are stated at fair value. Fair value represents the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The most reliable evidence of fair value ~~It is best evidenced by~~ a quoted market price in an active market, if one exists. TMU recognizes it is OMERS' practice to use quoted independent market prices for the valuation of assets wherever such quoted prices ~~exist~~ are readily available.

Where a quoted market price is not observable or available, an estimate of fair value will be prepared in accordance with generally accepted valuation practices applied on a consistent basis. ~~At least once every three years, independent, external accredited valuers perform an independent valuation or conduct a~~ professionals are engaged to review of OMERS' valuations in respect of significant private assets to confirm the reasonableness of the valuations as well as the methodologies employed in accordance with OMERS' Valuation of Investment Policy.

The valuation of investment assets requires significant judgment. Valuations are tested for reasonableness against appropriate public comparables as available. The resulting values are included in the OMERS annual financial statements which are audited by an independent firm of Licensed Public Accountants.

3.11 SECURITIES LENDING

OMERS may engage in securities lending activities of the Fund's securities to (i) to generate incremental income (ii) for liquidity management purposes, and (iii) in order to facilitate collateral transformation and to support security borrowing activities.

3.12 COLLATERAL

OMERS may pledge, charge ~~or~~ otherwise grant a security interest in assets or post margin as required to, for instance, complete derivative transactions, secure a permitted borrowing or to complete a short sale, or in connection with a repo or reverse repo transaction, and to account for mark-to-market changes in the above, in accordance with all applicable laws.

Assets that can be pledged for collateral are set out in legal agreements or are defined by exchanges. The level of collateral ~~pledged~~ posted is determined and monitored as part of OMERS' management of liquidity risk.

3.13 BORROWING

Borrowing or providing guarantees on behalf of the Fund is permitted in accordance with the PBA and the ITA ("Permitted Borrowing").

3.14 REPURCHASE TRANSACTIONS

TMU recognizes OMERS enters into securities repurchase ("repo") transactions for liquidity management purposes and may enter into reverse repo transactions to generate incremental income. Any decision by OMERS to use repo transactions will include consideration of the impact on the OMERS Primary Pension Plan's assets. OMERS only enters into reverse repo transactions in respect of readily marketable liquid securities.

3.15 DERIVATIVES, REPO AND SECURITIES LENDING COUNTERPARTIES & DOCUMENTATION

TMU recognizes that OMERS has established procedures that regulate the approval and ongoing assessment of all counterparties with whom it transacts. In addition, OMERS ensures these relationships are governed by appropriate documentation that contains specific procedures for close-out netting and termination rights following the default of a counterparty.

3.16 PERFORMANCE MEASUREMENT & BENCHMARKING

Investment performance will be evaluated against absolute return, and in certain instances relative, benchmarks that are established annually by OMERS.

Section 4 - REVIEW

4.1 SELECTION OF INVESTMENT MANAGERS AND FUND OPTIONS

In the event that an additional investment manager is required, the Committee will undertake an investment manager search, and may use the assistance of a third-party investment consultant. The criteria used for selecting a new investment manager will be consistent with the investment policy set out in Section 3 of this Policy.

4.2 REPLACEMENT OF INVESTMENT MANAGERS AND FUND OPTIONS

If the Committee chooses to undertake a review, any managers may be replaced in accordance with the same procedure described in Section 4.1.

**Statement Approved and Adopted by
The Board of Governors of
Toronto Metropolitan University**

April 30, 2024~~3~~

APPENDIX

The strategic asset mix is described in the Statement of Investment Policies and Procedures (SIPP). This appendix has been prepared exclusively to provide the disclosure required by subsection 78(7) of the General PBA Regulation.- To the extent of any inconsistency between this appendix and any other provision of the SIPP, the other provision of the SIPP prevails.

Investment Category	Asset Classes in the SIPP	Target
1. Insured contracts	Fixed Income	
2. Mutual or pooled funds or segregated funds	Equities, Real Assets, Fixed Income, Short Term Instruments	
3. Demand deposits and cash on hand	Short-term instruments	
4. Short-term notes and treasury bills	Short-term instruments	-20%
5. Term deposits and guaranteed investment certificates	Short-term instruments	
6. Mortgage loans	Fixed Income	
7. Real estate	Real Assets	<u>1822.5%</u>
8. Real estate debentures	Fixed Income	
9. Resource properties	Equities	
10. Venture capital	Equities	
11. Corporations referred to in subsection 11(2) of Schedule III to the federal investment regulations	Equities, Fixed Income, Real Assets, Short-term instruments	
12. Employer issued securities	Not Applicable	
13. Canadian stocks other than investments referred to in rows 1 to 12	Equities	<u>3745%</u>
14. Non-Canadian stocks other than investments referred to in rows 1 to 12	Equities	
15. Canadian bonds and debentures other than investments referred to in rows 1 to 12	Fixed Income	<u>3110%</u>
16. Non-Canadian bonds and debentures other than investments referred to in rows 1 to 12	Fixed Income	
17. Investments other than investments referred to in rows 1 to 16	Equities, Fixed Income, Real Assets, Short-term instruments	<u>3442.5%</u>

STATEMENT OF INVESTMENT POLICY AND PROCEDURES

For The

**Toronto Metropolitan University
Pension Plan**

FSCO Registration Number 0589887

Effective March 1, 2024

Approved on April 30, 2024
By the Toronto Metropolitan University Board of Governors

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Section 1 - INTRODUCTION

1.1 PURPOSE OF THE PLAN

The Toronto Metropolitan University ("TMU") Pension Plan (the "Plan") was established in 1964 by TMU's Board of Governors (the "Board") to provide retirement income benefits to TMU Plan Members ("Plan Members") as described in the TMU Pension Plan Text (the "Plan Text"). Membership in the Plan is available to all full-time career employees at TMU, as well as several classifications of term employees, subject to the applicable minimum service requirements and other conditions outlined in the Plan Text.

1.2 NATURE OF THE PLAN

The Plan is registered as a defined benefit pension plan. The Plan is contributory and is funded by equal contributions from TMU and the Plan Members. The contribution rates are determined by TMU and are based upon the funding requirements of the Plan following discussions with the Plan's actuary. Funding requirements of the Plan are therefore subject to change and may result in changes to the required contribution rates. Contribution rates do not determine the amount of pension payable from the defined benefit plan.

The Plan provides a pension benefit for normal retirement at age 65 based on the following formula: 1.35% of the member's highest annual average earnings over 60 consecutive months up to the maximum pensionable earnings limit of the member's final year, plus 2.0% of the member's highest annual average earnings over 60 consecutive months in excess of the maximum pensionable earnings of the member's final year, the sum multiplied by the number of years of credited service to a maximum of 35 years. The Plan pension formula includes a bridge benefit paid to age 65, as well as survivor benefits and early retirement options. All pensions are indexed to the Consumer Price Index for Canada to a maximum of eight per cent per year with any excess carried forward to future years.

Between 1965 and 1995 a number of agreements were made between TMU and the Ontario Municipal Employees Retirement Board ("OMERS") whereby it was agreed that OMERS would manage and administer the Plan. Each agreement was approved by the Ontario Lieutenant Governor by Order in Council. The current agreement (the "OMERS Management Agreement") is dated as of April 1, 1995 and approved by the Ontario Lieutenant Governor by Order in Council 2211/95. Under this agreement OMERS ceased providing day to day administration of the Plan and agreed to invest the portion of pension assets transferred to it by the Trustee of the TMU Pension Plan Trust Fund (the "Fund"), Royal Trust Corporation of Canada (currently known as RBC Investor & Treasury Services). The purpose of the Fund is to provide the Plan Members with retirement benefits as described in the Plan Text.

The portion of the Fund held from time to time for investment purposes by OMERS is referred to herein as the “OMERS-Invested TMU Fund”.

The Plan also maintains a “Liquidity Account,” which is held by the Trustee RBC Investor & Treasury Services. The Liquidity Account is separate from the OMERS-Invested TMU Fund and is not managed by OMERS. The Liquidity Account has been established to receive contributions, disburse benefit payments, and transfer assets between the Liquidity Account and the OMERS-Invested TMU Fund.

The combined assets of the OMERS-Invested TMU Fund and the Liquidity Account represent the total assets of the Fund.

1.3 PURPOSE OF THE STATEMENT

This Statement of Investment Policies and Procedures (“Statement”) addresses the manner in which the Plan’s assets shall be invested. The Statement defines the Plan’s governance structure and other procedures adopted for the ongoing operation of the Plan. The Plan is registered with the Financial Services Regulatory Authority of Ontario (“FSRA”) and is subject to the Pension Benefits Act of Ontario (“PBA”). Investments shall be selected in accordance with the criteria and limitations set forth in this Statement and in accordance with all applicable legislation including the PBA, Schedule III of the Federal Government’s Pension Benefits Standards Regulations (“PBSR”), and the Income Tax Act (“ITA”) of Canada as administered by the Canada Revenue Agency (“CRA”). In the event of a conflict between applicable legislation and this Plan Statement, the legislated regulations prevail. The Statement is available to Plan Members for inspection without charge and copies are available upon request.

In establishing this Statement, a Standing Committee of the Board referred to as the Employee Relations & Pensions Committee (the “Committee”) is acting in accordance with its responsibility to the participants of the Plan and its beneficiaries. The basic goal underlying the establishment of this policy is to ensure that the assets of the Fund, together with the expected contributions and investment income to be earned by the Fund, shall be invested in a prudent manner, so that the Fund shall be sufficient to meet the member benefit obligations of the Plan as they come due.

Assets must be managed with the care, skill and diligence that a prudent person in similar circumstances would exercise in dealing with the property of another person. In particular, prudent limits must be attached to purchases of individual investments. The investment managers should use, in investing the Fund, all relevant knowledge and skill that the investment managers possess by reason of their profession and business qualifications.

This Statement may be changed or modified at any time by recommendation of the Committee and action of the Board.

Section 2 - PLAN GOVERNANCE

2.1 BOARD OF GOVERNORS

TMU is the Plan sponsor and acts as the administrator of the Plan. In particular, the Board is responsible for ensuring that the Plan is managed prudently for the benefit of its Plan Members. The Board is responsible for approving all amendments to the Statement and has delegated various oversight responsibilities to the Committee. Other parties involved in the management and/or oversight of the Plan include the Joint Pension Committee, which is comprised of members from TMU's employee constituency groups, the TMU Executive Group, Human Resources Pensions & Benefits, and OMERS, which is responsible for the investment of the OMERS-Invested TMU Fund in accordance with the OMERS Management Agreement. Several outside parties have been hired to provide advice, administer data, and produce statements.

2.2 EMPLOYEE RELATIONS & PENSIONS COMMITTEE

The mandate of the Committee is to review and, from time to time, recommend changes and improvements in the TMU Pension Plan or make any decision or take any action related to the Plan as has been delegated to that Committee by resolution of the Board, and to consider and make recommendations to the Board on all matters respecting employee relations except negotiations.

The Committee has delegated several tasks to various parties and has retained advisors and agents to assist it in carrying out its duties; meets at least three times annually and its responsibilities include the following:

- Oversee that TMU has satisfied all of its pension plan governance and fiduciary obligations;
- Advise the Board on policy issues;
- Review the annual audited financial statements of the Plan;
- Periodically review and make recommendations with respect to all external relationships having to do with the Plan administration including but not limited to the appointment of the Plan actuary and the Plan administrator;
- Monitor the performance of the Plan's investments and recommend to the Board the appointment of investment counsel and investment managers;
- Monitor to ensure that the Plan investments and funding are managed according to the laws and this Statement;
- Recommend Statement and Plan amendments to the Board for approval.

2.3 OMERS

The Plan allows for investment of the OMERS-Invested TMU Fund by OMERS. The Committee recognizes that OMERS independently maintains, and is governed by, its own Statement of Investment Policies and Procedures. The OMERS Management Agreement provides that the OMERS-Invested TMU Fund will be commingled with the OMERS Primary Pension Plan fund for investment purposes including earnings, policies and goals. It explicitly states that OMERS shall have no responsibility for determining whether investment in the commingled fund is consistent with this Statement or otherwise appropriate for the Fund. Accordingly, the Committee shall carefully monitor the OMERS Primary Pension Plan Statement of Investment Policies and Procedures as amended from time to time to confirm it continues to be consistent with the Plan's investment policies and goals.

OMERS has the following responsibilities:

- Holding and investing the OMERS-Invested TMU Fund on a commingled basis with the OMERS Primary Pension Plan;
- Meeting with the Committee to present its analysis of the investment performance and to describe its current and future investment strategies;
- Regularly preparing and providing to the Committee written investment performance reports;
- Informing the Committee of any changes to its Statement of Investment Policies and Procedures, and any significant changes to its organization or investment strategies;
- Exercising the care, skill and diligence required by Section 22 of the Pension Benefits Act (Ontario).

2.4 CONFLICT OF INTEREST

The Board, the Committee and any employee, agent or advisor directly retained by TMU to provide services related to the administration of the Plan (except as provided in the OMERS Management Agreement) shall comply with TMU's Conflict of Interest policy and procedures, and By-law No.1, Article 8, declaration of interest provisions. Further, all individuals must further disclose immediately to the Committee any actual or perceived conflict of interest that could affect their ability to render objective advice or services affecting the administration of the Plan. These individuals shall also abstain from voting on matters where an actual or perceived conflict of interest appears.

2.5 RELATED PARTY TRANSACTIONS

The Plan or OMERS may enter into a transaction with a related party, as determined under the applicable legislation (i.e. PBA or ITA). OMERS' transaction with a party related to them will also be in accordance with the requirements of the OMERS 'Related Party Transactions Review Policy'. For the purposes of the applicable legislation, a transaction is considered to be nominal or immaterial at the time the transaction is entered into or completed for:

- TMU if its value is no more than 3% of the market value of the Liquidity Account;
- OMERS if its value is no more than 3% of the market value of the OMERS Primary Plan Fund.

2.6 STANDARD OF PRUDENCE

All persons charged with investment responsibility over the assets of the Fund are required to ensure compliance with the quantitative restrictions set out in Schedule III of the PBSR.

2.7 STATEMENT REVIEW

This Statement is to be reviewed by the Committee at least annually. In formulating its Statement amendment recommendations for the Board of Governors, the Committee will take into account whether any significant developments have occurred including:

- Changes to the OMERS Statement of Investment Policy and Procedures or any of the other OMERS policies mentioned in this Statement;
- Governance changes;
- Changing investment beliefs;
- Changes to the demographics of the Plan's Membership;
- New investment strategies;
- Changes to legislation;
- Any practical issues arising from the application of the Statement.

The Plan Administrator will file a copy of the amended Statement with the Financial Securities Commission of Ontario, as well as with the Plan's actuary, within 60 days following the Statement's amendment date.

Section 3 - INVESTMENT POLICY

3.1 RETURN EXPECTATIONS

TMU is committed to providing secure pensions through receipt of contributions and by investing activities informed by the long-term strategic asset mix, which is based on the last completed asset-liability study performed by OMERS, designed to deliver approximately 5% average annual net real returns over the long-term. In estimating long-term return expectations there is risk that actual results may be different. TMU's long-term investment goal is to ensure that the value of the Fund exceeds the present value of all accrued pension benefits promised to the Plan Members. The Fund shall be managed on a going-concern basis.

3.2 STRATEGIC ASSET ALLOCATION

OMERS uses four strategic asset groups (fixed income, equities, real assets and short-term instruments) as part of the long-term strategic asset allocation for the Plan.

These asset groups are comprised of the following asset classes:

- Fixed income includes government bonds, public credit and private credit;
- Equities includes public equity and private equity;
- Real assets includes infrastructure and real estate; and
- Cash and funding – includes cash and equivalents, recourse debt and derivatives.

The combined exposure to private assets (Private credit, Private equities and Real Assets) shall not exceed 75%. The combined exposure to private assets excluding Private credit shall not exceed 65%.

The following long-term strategic asset mix allocations that were established by OMERS have been adopted by TMU:

Asset Group¹	Minimum	Target	Maximum
Fixed Income			
• Government Bonds	3%	17%	30%
• Public Credit	5%	14%	20%
• Private Credit	5%	12%	20%
Equities			
• Public Equities	10%	19%	30%
• Private Equities	14%	18%	22%
Real Assets			

• Infrastructure	15%	22%	27%
• Real Estate	10%	18%	22%
Cash and Funding	-40%	-20%	-5%

* TMU maintains a separate Liquidity Account, which receives contributions and disburses benefit payments. This account has been excluded from the above-noted targets, minimums and maximums.

Implementation of the long-term strategic asset group mix is completed in a prudent manner subject to market conditions and investment opportunities. OMERS implements the strategic asset group mix through its investment entities and through external service providers or other entities (including, without limitation, external professional investment advisors, third-party managed funds, pooled funds, unit trusts and similar vehicles).

3.3 CATEGORIES OF INVESTMENTS

The Fund is invested directly and indirectly in the four strategic asset groups identified above. Within each asset group there are various asset classes. Depending on the nature of the investment, it is possible that an investment could fit within the description of more than one asset class in which case the asset will be classified according to the class to which it most closely aligns based upon an assessment of its underlying characteristics. The strategic asset groups described below may include other asset classes which share similar risk/return characteristics.

3.3.1 Fixed Income

Fixed income investments typically pay a fixed or floating amount of interest at regular intervals over a period of time, as well as return of the original principal investment at maturity. Coupon payments and contractual maturities of fixed income investments provide liquidity to the Plan. The fixed income asset group includes the following asset classes:

- a) Government Bonds – debt issued by governments or government agencies, including derivatives that emulate such instruments; this may include nominal or inflation linked securities where the underlying principal or return is indexed to inflation;
- b) Public Credit – debt issued by an entity that is neither a government nor a government agency, that is tradeable, including derivatives that emulate such instruments; and
- c) Private Credit – means all credit that is not Public credit. For greater clarity, this includes asset backed financing such as royalty-related income streams.

In relation to the above, investments in category a) and b) will have a minimum credit rating of BBB. Investments in category c) can be below investment grade.

3.3.2 Equities

Equities include both public equities and private equities:

- Public equities are securities that represent ownership in a reporting issuer and include securities listed on recognized exchanges. Public equities include domestic and global equities, commodities, equity derivatives, equity pooled vehicles such as ETFs, hedge funds, closed end funds and publicly traded REITs;
- Private equity is the ownership of equity or equity-like securities in companies that do not generally trade on a recognized exchange. Private equity investments have the potential for higher returns than investments in public equities through active management and increased leverage but have potentially higher return volatility than other asset classes. Venture capital and growth equity are considered to be private equity.

3.3.3 Real Assets

Real assets include private investments in infrastructure and real estate:

- Infrastructure investments are generally direct investments in large-scale services (e.g., utilities, transport, data infrastructure, social infrastructure, and power generation including renewables) and/or businesses with high barriers to entry, that are resilient through economic cycles, and are often supported by public regulation or by substantially contracted revenue streams that operate over extended periods of time. A diversified portfolio of infrastructure investments is expected to produce predictable and stable cash flows and returns.
- Real estate investments are generally direct and indirect investments in real estate assets (e.g., industrial, office, retail, hotel, and residential income producing properties and development properties) or real estate management businesses. A diversified portfolio of real estate investments is expected to produce predictable and stable cash flows and returns.

3.3.4 Cash and Funding

Cash consists of cash and equivalent investments used to maintain plan liquidity. Funding includes debt guaranteed by OMERS Administration Corporation (“OAC”) to gain exposure to other asset classes to the extent it has not been allocated as debt to an asset class. Derivative exposure is reflected in each asset class, with an offset included in cash and funding.

3.4 EXPOSURE TO FOREIGN ASSETS

Foreign investments are permitted as they may provide the benefit of diversification to the Plan. Such investments could include components of any of the asset classes described above.

3.5 SHORT SELLING OF SECURITIES

OMERS may short sell securities in public market assets to enhance expected returns or protect capital. Engaging in short selling of securities will only be done after full consideration of the related risks. These risks will be identified, measured, managed and monitored.

3.6 RISK MANAGEMENT

TMU is exposed to a variety of investment risks. These include but are not limited to:

- Market risk (e.g., interest rate risk, foreign currency risk);
- Liquidity risk; and
- Credit risk.

These risks are measured and managed by OMERS using systematic quantitative and qualitative approaches that assist in assessing the total risk associated with the Fund's investment activities. The OMERS risk management function assesses key investment risks.

To manage plan design & funding risk and investment risk, periodic asset-liability studies will be conducted along with ad-hoc projections of the Plan's financial position.

3.6.1 Asset/Liability Management (ALM) Process

OMERS regularly reviews the composition of its portfolios and adjusts its exposures based upon its risk appetite. The Committee will periodically review the characteristics of the TMU Pension Plan's demographics and liability profile relative to those of the OMERS Primary Pension Plan to ensure they are reasonably similar and that the strategic asset allocation remains appropriate for the TMU Pension Plan.

3.6.2 Diversification

Diversification is an important risk management tool because it reduces the variability of returns by spreading the Fund's long-term risk among:

- asset classes;
- counterparties;
- countries and sectors;
- asset holding periods;
- currencies;
- and securities

3.6.3 Derivatives

TMU recognizes that OMERS uses exchange-traded, over-the-counter and other forms of bilateral derivative contracts to gain, reduce or hedge exposure to interest rates, foreign exchange rates, credit, debt instruments, commodities, public equities and other indices. Types of derivatives used include listed futures, options (listed and over-the-counter), swaps and forwards. Exchange-traded derivative and cleared over-the-counter positions are regularly valued using quoted market prices, where available, while bilateral over-the-counter derivatives are marked-to-market. Derivatives are only used after full consideration of the related risks and in accordance with internally approved limits and applicable laws and regulations.

3.7 LIQUIDITY

The liquidity of specific asset classes is considered by OMERS in the development of the strategic asset mix. Plan liquidity is managed to ensure that sufficient liquidity is available to meet future obligations as they become payable during both normal and adverse market conditions.

The Plan also maintains a Liquidity Account held by the Trustee RBC Investor & Treasury Services. The Liquidity Account is separate from the OMERS-Invested TMU Fund and is not managed by OMERS. The Liquidity Account has been established to receive contributions, disburse benefit payments, and transfer assets between the Liquidity Account and the OMERS-Invested TMU Fund. Investments in the Liquidity Account are managed with a short-term time horizon. An appointed delegate of the Committee is responsible for overseeing the Liquidity Account and ensuring sufficient liquidity is maintained to meet the financial obligations of the Plan as they come due. The Committee's delegate is also responsible for communicating the Plan's liquidity requirements to OMERS with reasonable advance notice. Contributions to the Liquidity Account which are in excess of the required disbursements may be transferred to OMERS. OMERS may also periodically be instructed to transfer assets to the Liquidity Account when disbursements required for benefit payments exceed the available balance of the Liquidity Account.

3.8 DELEGATION OF VOTING RIGHTS

Responsibility for exercising all voting rights acquired through the Plan's investments has been delegated to OMERS. OMERS is expected to exercise voting rights in a manner that is consistent with its Proxy Voting Guidelines and make the policy available to the Plan upon request. OMERS may engage a proxy voting service provider.

3.9 CONSIDERATION OF ENVIRONMENTAL, SOCIAL AND GOVERNANCE FACTORS

TMU believes that well run companies with sound environmental, social and governance (“ESG”) practices will perform better in the long-term.

TMU recognizes that OMERS incorporates ESG factors, including climate change, into its decision-making process and asset management practices, as such factors could have a material impact on investment performance. Approaches to ESG integration for investments vary by strategy, in a manner consistent with OMERS policies, procedures and guidelines. OMERS may, without input from or consultation with TMU, determine that there are industries, sectors, jurisdictions, markets, or companies where the risks posed by ESG factors outweigh any potential benefits of investing. OMERS seeks to actively engage with investee companies and other stakeholders to promote sustainable business practices and long-term thinking while addressing material ESG factors in their strategy and operational practices.

OMERS exercises voting rights in respect of its public equity portfolio in a manner consistent with the OMERS Proxy Voting Guidelines.

TMU believes that considering of ESG factors is both prudent and consistent with its objective to meet its financial obligations and fulfill the pension promise.

3.10 VALUATION OF INVESTMENTS

Investments are stated at fair value. Fair value represents the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The most reliable evidence of fair value is a quoted market price in an active market, if one exists. TMU recognizes it is OMERS’ practice to use quoted independent market prices for the valuation of assets wherever such quoted prices are readily available.

Where a quoted market price is not observable or available, an estimate of fair value will be prepared in accordance with generally accepted valuation practices applied on a consistent basis. Independent external valuation professionals are engaged to review OMERS’ valuations as well as the methodologies employed in accordance with OMERS’ *Valuation of Investment Policy*.

The valuation of investment assets requires significant judgment. Valuations are tested for reasonableness against appropriate public comparables as available. The resulting values are included in the OMERS annual financial statements which are audited by an independent firm of Licensed Public Accountants.

3.11 SECURITIES LENDING

OMERS may engage in securities lending activities of the Fund’s securities to (i) to generate incremental income (ii) for liquidity management purposes, and (iii) in order to facilitate collateral transformation and to support security borrowing activities.

3.12 COLLATERAL

OMERS may pledge, charge or otherwise grant a security interest in assets or post margin as required to, for instance, complete derivative transactions, secure a permitted borrowing or to complete a short sale, or in connection with a repo or reverse repo transaction, and to account for mark-to-market changes in the above, in accordance with all applicable laws.

Assets that can be pledged for collateral are set out in legal agreements or are defined by exchanges. The level of collateral posted is determined and monitored as part of OMERS' management of liquidity risk.

3.13 BORROWING

Borrowing or providing guarantees on behalf of the Fund is permitted in accordance with the PBA and the ITA (“Permitted Borrowing”).

3.14 REPURCHASE TRANSACTIONS

TMU recognizes OMERS enters into securities repurchase (“repo”) transactions for liquidity management purposes and may enter into reverse repo transactions to generate incremental income. Any decision by OMERS to use repo transactions will include consideration of the impact on the OMERS Primary Pension Plan’s assets. OMERS only enters into reverse repo transactions in respect of readily marketable liquid securities.

3.15 DERIVATIVES, REPO AND SECURITIES LENDING COUNTERPARTIES & DOCUMENTATION

TMU recognizes that OMERS has established procedures that regulate the approval and ongoing assessment of all counterparties with whom it transacts. In addition, OMERS ensures these relationships are governed by appropriate documentation that contains specific procedures for close-out netting and termination rights following the default of a counterparty.

3.16 PERFORMANCE MEASUREMENT & BENCHMARKING

Investment performance will be evaluated against absolute return, and in certain instances relative, benchmarks that are established annually by OMERS.

Section 4 - REVIEW

4.1 SELECTION OF INVESTMENT MANAGERS AND FUND OPTIONS

In the event that an additional investment manager is required, the Committee will undertake an investment manager search, and may use the assistance of a third-party investment consultant. The criteria used for selecting a new investment manager will be consistent with the investment policy set out in Section 3 of this Policy.

4.2 REPLACEMENT OF INVESTMENT MANAGERS AND FUND OPTIONS

If the Committee chooses to undertake a review, any managers may be replaced in accordance with the same procedure described in Section 4.1.

**Statement Approved and Adopted by
The Board of Governors of
Toronto Metropolitan University**

April 30, 2024

APPENDIX

The strategic asset mix is described in the Statement of Investment Policies and Procedures (SIPP). This appendix has been prepared exclusively to provide the disclosure required by subsection 78(7) of the General PBA Regulation. To the extent of any inconsistency between this appendix and any other provision of the SIPP, the other provision of the SIPP prevails.

Investment Category	Asset Classes in the SIPP	Target
1. Insured contracts	Fixed Income	
2. Mutual or pooled funds or segregated funds	Equities, Real Assets, Fixed Income, Short Term Instruments	
3. Demand deposits and cash on hand	Short-term instruments	
4. Short-term notes and treasury bills	Short-term instruments	-20%
5. Term deposits and guaranteed investment certificates	Short-term instruments	
6. Mortgage loans	Fixed Income	
7. Real estate	Real Assets	18 %
8. Real estate debentures	Fixed Income	
9. Resource properties	Equities	
10. Venture capital	Equities	
11. Corporations referred to in subsection 11(2) of Schedule III to the federal investment regulations	Equities, Fixed Income, Real Assets, Short-term instruments	
12. Employer issued securities	Not Applicable	
13. Canadian stocks other than investments referred to in rows 1 to 12	Equities	37 %
14. Non-Canadian stocks other than investments referred to in rows 1 to 12	Equities	
15. Canadian bonds and debentures other than investments referred to in rows 1 to 12	Fixed Income	31 %
16. Non-Canadian bonds and debentures other than investments referred to in rows 1 to 12	Fixed Income	
17. Investments other than investments referred to in rows 1 to 16	Equities, Fixed Income, Real Assets, Short-term instruments	34 %

DRAFT RESOLUTION

Re: Statement of Investment Policies and Procedures Amendments

BE IT AND IT IS HEREBY RESOLVED:

THAT the Board of Governors approves the proposed amendments to the Statement of Investment Policy and Procedures, as presented.

April 30, 2024