

Report to the Provost:

**Review of Policies, Practices and Protocols
related to Sexual Assault at Ryerson
University**

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I. BACKGROUND

1. Request for a Review

In late November, the Provost and Vice President, Academic of Ryerson University asked me in my position as Vice Provost, Students to conduct a review of Ryerson University's policies, procedures, protocols and practices related to incidents of sexual assault on our campus. There was increasing attention on the handling of sexual assault cases in the US and in the Canadian media as well as a request from the Council of Ontario Universities for each university to consider developing a specific single clear policy related to sexual assault. This is a timely activity as the Premier of Ontario has also recently released an action plan to address sexual violence in the province, which makes specific reference to post-secondary institutions.

2. The Topic

Sexual Assault is a serious problem in our society and on our campuses. It is also a very difficult topic for many individuals to talk about, especially because of the significant impact sexual assault has on survivors and the impact incidents of sexual assault can have on family members and friends of survivors and those who work closely with survivors as advocates, educators, and supporters. It is a complex issue that needs attention and intervention throughout our society and within our institutions especially given the prevalence of sexual assault on college and university campuses. As indicated in the Premier's action plan, it is the most underreported criminal activity and we know through many sources that the number of reported incidents on campuses don't reflect the true number of assaults faced by members of our community on or off campus. This report will include recommendations to strengthen various activities at Ryerson designed to raise awareness and educate about sexual assault, prevent sexual assault from happening, reduce the risk of sexual assaults, respond to the needs of survivors in our community and promote a culture change.

3. The Process

I started with a review of documents including a very useful document developed by the Ontario Women's Directorate called Developing a Response to Sexual Violence: A Resource Guide for Ontario's Colleges and Universities. I reviewed sexual assault policies/protocols in place at other universities. I also reviewed all current policies at Ryerson that made explicit or implied reference to sexual assault or other forms of sexual misconduct. In Appendix A of this report you will find a list of the external documents reviewed for the development of this report.

I also set up meetings with stakeholders close to the work currently happening on campus and added meetings based on discussions with and requests from community members. It was my expectation and, in fact, my experience in the conduct of this review, that in one on one meetings and small group meetings individuals would be much more likely to disclose personal experiences regarding sexual assault and/or details of cases of which they were aware or helped address. This provided a useful richness of data and story-telling that fully informed the outcome and recommendations of this review.

4. Consultation Meetings conducted

Over 35 meetings were held with individuals or small groups. Some of these meetings were at my invitation and others were held at the request of others in the community who wanted to give input. Although not an exhaustive list, the meetings held included representatives from:

- Human Resources
- Office of Faculty Affairs
- Athletics
- The Office of Equity, Diversity and Inclusion
- The EDI Steering and Implementation Committee
- Discrimination and Harassment Prevention Services
- Integrated Risk Management/Security & Emergency Services
- Student Affairs
- Student Health and Wellness
- Centre for Student Development and Counselling
- Public Affairs
- Housing and Residence Life
- Individual Faculty Members
- Individual Staff Members
- Individual Students (some who reached out to me as survivors of sexual assault)
- Senior University Administrators
- Academic Departments
- Ontario Public Services Employee Union, Local 596
- Student Conduct and Case Management Staff
- Ryerson Faculty Association including the RFA Equity Committee
- Continuing Education Students' Association of Ryerson
- Ryerson Students' Union
- RSU/CESAR hosted Townhall with students
- RSU Equity Group Representatives
- Office of Student Life
- External Community Activists, Services Providers and potential partners

An invitation was made at a Senate meeting and in updates in Ryerson Today to anyone who would like to be heard as part of the review. I met with anyone who requested a meeting and will continue to do so as they come forward.

This draft report is meant to advise the Provost and serve as a starting point for additional community consultation on its contents.

5. Special Acknowledgement to Students

There were many voices that contributed to the construction of this report but the strongest, loudest and most influential voices were those of our students who, particularly at the townhall I attended, spoke with passion, thoughtfulness and commitment. I would like to acknowledge the years of work and lobbying on this issue conducted by the Ryerson Student's Union, the Continuing Education Student's Association of Ryerson and the Canadian Federation of Students. Without their work to lay a foundation we would not be in a position to consider the kinds of recommendations that you will read in this report. I especially want to thank the individual students who came to meet with me privately to tell

their stories of survival. I have heard you and I hope you will see your statements, ideas and pleas reflected in this report.

6. Incidents of Sexual Assault at Ryerson University

We know that recently the CBC reported on data that they collected from Canadian post-secondary institutions regarding reported incidents of sexual assault. The Ryerson data was compiled by Security & Emergency Services and includes only incidents that were reported to Security or that Security was made aware of by other offices at Ryerson. Included in the numbers were all reported incidents that fit the definition of sexual assault from unwanted touching or kissing to attempted rape and rape. This data also included reported incidents that occurred on or near our campus but may have not included a Ryerson community member as victim or assailant. Most experts accept that the reported incidents of sexual assault are only a small fraction of the actual incidents experienced by members of our community.

While we don't have similar statistics about staff and faculty we do have some data on incidents experienced by students. The table below is data that was collected in 2013 as part of the American College Health Association's National College Health Assessment that was conducted at Ryerson. This data references the experience of students in the 12 months prior to the completion of the survey and does not restrict the question to experiences after coming to Ryerson or experiences on campus or related to the Ryerson community. Regardless of these caveats this data gives us a much better picture of the number of members of our student community that have experienced sexual assault.

Survey reports of incidents of sexual assault
shows Ryerson Data (n=700) and Canadian Reference Group data (n=38,171)

Within the last 12 months (the survey was administered in March of 2013), students reported experiencing:

Experience	Ryerson Males	Cdn. Males	Ryerson Females	Cdn. Females	Ryerson Total	Cdn. Total
Sexual touching without their consent	3.1%	3.4%	8.5%	8.5%	6.8%	6.9%
Sexual penetration attempt without their consent	1.0%	0.8%	2.0%	3.0%	1.7%	2.3%
Sexual penetration without their consent	0.0%	0.5%	1.1%	1.5%	0.8%	1.2%

7. Current Practices at Ryerson related to Sexual Assault

I first want to thank the people on this campus who have devoted their time, energy, passion, advocacy and activism to this issue at Ryerson. We have amazingly dedicated staff and students in various units including Student Life, Housing and Residence Life, the Centre for Student Development and Counselling (CSDC), Security & Emergency Services (SEC), the Ryerson Students' Union (RSU), the Continuing Education Students' Association of Ryerson (CESAR), the Student Conduct Office, the Office of Equity, Diversity and Inclusion (EDI), Discrimination and Harassment Prevention Services (DHPS), Human Resources (HR), and many academic departments and other units too numerous to name, who have done the important work of raising awareness, educating, supporting survivors and managing responses to confidential reports and formal complaints of sexual assault. Because of the work of many we have evolved to a point in time when we recognize that we can do more and we can do better in many areas

of this work so that it does not live in the margins but is supported, well-integrated and speaks to our goals to ensure that we have a safe community for everyone that takes this issue seriously and embraces our collective responsibility to provide the response and education that our community deserves.

Currently when an individual discloses that they have been sexually assaulted they may be referred to a number of locations on campus to seek the support they need and to make decisions on next steps. Some survivors disclose to, or are referred by others to SEC, or DHPS, or CSDC, to Student Conduct, to the Office of the Vice Provost, Students (OVPS), to the RSU's sexual assault support line, to Human Resources (for staff and faculty survivors) or to a community agency, hospital or police outside of Ryerson. When there is a disclosure or report on campus, individuals from many of the above mentioned units come together to ensure that there is a good web of support built for the survivor. Which units get involved in assisting with the appropriate response is often dependent on who the survivor is (student, staff, faculty, campus visitor) and /or who the alleged assailant is (student, staff, faculty, campus visitor). Who is involved and the response or outcome is very dependent on the needs of the survivor as expressed by the survivor and on the circumstances of the case.

Formal complaints of sexual assault are most likely to be handled under the DHPS policy and process but could also be addressed through the Student Code of Non-Academic Conduct or the Housing and Residence Life Community Standards. As a result of conversations throughout this review process it is clear to me that there is not clarity or general understanding of how sexual assault issues are handled at Ryerson and there is not a single office that has a clear comprehensive mandate to address these issues in our community.

With respect to education, awareness and prevention related to sexual assault, there are training sessions and workshops provided to new students and student staff through Housing and Residence Life and through the Central Orientation programs during the week before classes begin. Information, training and workshops related to these topics have also been offered by DHPS and HR. The RSU and CESAR have been leaders on this campus with respect to training, campaigns, and community townhalls related to sexual assault, the promotion of a consent culture and awareness of the work that still needs to be done in our institutional community and in the larger society to address this crime and its impact on survivors.

While there are good things happening, we as an institution and a community committed to safety of all members and support for survivors, can do much better. The recommendations in this report are intended to move us as an institution to a place where we can take pride in our commitment to addressing this issue on our campus in a way that concretely demonstrates that commitment and promotes change.

8. Reference to Sexual Assault and/or Sexual Violence in existing policies

When individuals at Ryerson want to make a formal complaint of sexual assault and seek remedy through an institutional policy as opposed to through the police these complaints are normally handled under the DHPS policy. There are however references in other policies one might argue could include sexual assault as part of a broader context or definition related to concerning behaviour. I have compiled here what is actually in the current version of a number of university policies that were reviewed for this report. The only policy where sexual assault is named explicitly is the DHPS policy.

a. Discrimination and Harassment Policy

In the university's discrimination and harassment policy sexual harassment is defined as "a course of unwanted remarks, behaviours, or communications of a sexually oriented nature and/or a course of unwanted remarks, behaviours, or communications based on gender – where the person responsible for the remarks, behaviours or communications knows or ought reasonably to know that these are unwelcome". In a section titled Definitions and Notes the following statement appears "3. b. Sexual assault is a crime as defined in the Criminal Code of Canada. Sexual assault is also a form of sexual harassment and will be considered under this Policy".

b. The Student Code of Non-Academic Conduct

In Section C of the Student Code of Non-Academic Conduct there is a list of offences that are prohibited under the code. The list of offences includes the following two offences that could relate to the issue of sexual assault:

3. Threats and Harm to Health and Safety – students shall not endanger, threaten, harm, or encourage others to endanger, threaten or harm, or act in ways that would reasonably be perceived to endanger, threaten or harm the physical and mental well-being of community members.

11. Harassment – students shall not:

a. engage in activity that violates the Discrimination and Harassment Prevention Policy based on the grounds specified by the Discrimination and Harassment Prevention Policy (race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family, disability);

b. engage in conduct which, although not based on the grounds specified by the Discrimination and Harassment Prevention Policy, is abusive, demeaning, threatening, or intimidating, or involves the misuse of authority or power.

c. Collective Agreements

While the collective agreements with employee groups at Ryerson do not make reference to sexual assault explicitly most have some type of statement related to harassment in general particularly as it relates to human rights. For example, Article 5 in the CUPE Local 233 – Maintenance and Trades Employees collective agreement refers to discrimination and harassment with the following language:

There shall be no discrimination or harassment, as defined by the Ontario Human Rights Commission, practiced by any of the representatives of the University or the Union with the respect to any employee because of activity or inactivity in the Union consistent with this agreement, nor, in accordance with the provisions of the Ontario Human Rights Code, shall there be any discrimination or harassment by reason of race, creed, colour, age, sex, marital status, family status, nationality, ancestry, place of origin, or handicap as well as political or religious affiliation, and sexual orientation.

In addition the OPSEU collective agreement in section 1.02 states, "The University and the Union are committed to an environment where all members of the community are free from bullying and personal harassment. In assessing whether bullying or personal harassment may have occurred, the definitions

and standards are set out in the University's Workplace Civility and Respect Policy and the Guide to Civility".

d. Workplace Civility and Respect Policy

This policy, along with the university's Guide to Civility, are intended to establish the institution's commitment to maintaining a civil workplace. One of the principles in this policy makes reference to harassment and violence. It states, "Promoting civility and respect and early intervention will reduce incivility, including workplace harassment and violence". The definition section of the policy describes incivility as dealing, "...with a broad range of behaviours including, but not limited to, unprofessional behaviour; rudeness; shouting or swearing; intimidation or bullying; threatening comments or behaviours/actions; unsolicited and unwelcome conduct, comment (oral or written including email communication), gestures, actions or contact that cause offense, humiliation, or physical or emotional harm to any individual".

e. Workplace Violence Prevention and Response Program

While also not stating sexual assault explicitly the following introduction to the Workplace Violence Prevention and Response Program at Ryerson describes a commitment to addressing violence that could certainly include sexual assault. Environmental Health and Safety legislation also addresses the obligations of the employers to address violence in the workplace and domestic violence that may spill into the workplace.

Preventing and addressing workplace violence is a shared responsibility under Ryerson's Environmental Health and Safety Management System policy and this program. All University community members must be aware of and carry out their responsibilities as outlined in the EHSMS policy and related policies including,

- *Discrimination and Harassment Prevention Policy*
- *Student Code of Non-Academic Conduct*
- *Workplace Civility & Respect Policy*
- *Environmental Health and Safety Management System Policy*

The Workplace Violence Prevention and Response Program (the Program) outlines the ways that the University addresses workplace violence, including measures and procedures for:

1. *Controlling the risks of workplace violence that are identified through periodic assessment.*
2. *Summoning immediate assistance when workplace violence is occurring or likely to occur.*
3. *Reporting incidents of workplace violence by community members.*
4. *Investigating and dealing with incidents and complaints of workplace violence.*

Any act of workplace violence is unacceptable and will not be tolerated.

Workplace violence is defined under the Ontario Health and Safety Act as:

- *the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker;*

- *an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker; or*
- *a statement or behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to a worker.*

f. Academic Policies

The most relevant academic policies to a discussion of response to sexual assault other than the Student Code of Non-Academic Conduct are probably the policies related to appeals. Although sexual assault is not explicitly stated, one could assume that incidents of sexual assault have been considered compassionate grounds for appeal. For example Senate Policy 134: Undergraduate Academic Consideration and Appeals Policy describes what is meant by compassionate grounds in section IIA2, “Appeals may be filed on compassionate grounds when there are events or circumstances beyond the control of, and often unforeseen by, the student, which seriously impair that student’s ability to meet academic obligations.”

The policy also however describes some terms that would be difficult for many survivors of sexual assault to adhere to such as expectations regarding timing of requests for academic consideration, expectation of documentation, student responsibility for resolving issues directly with instructors, or impact of failing to inform instructors of circumstances.

g. Residence Contract

The following offences are listed in the Residence Community Standards which form part of the contract the student must agree to when they choose to live in a Ryerson residence building.

- *Harassment – Every individual has the right to an environment characterized by mutual respect. Every individual has the responsibility to treat all members of the University community with respect without harassment. Harassment is defined as any attention or conduct (oral, written, graphic, electronic (eg. social media) by an individual or group who knows, or ought reasonably to know that such attention or conduct is unwelcomed/unwanted, offensive, or intimidating).*
- *Violence – Threats or acts of violence or physical aggression in residence will not be tolerated. Physical aggression is defined as any violent or physically aggressive behaviour (whether playful or otherwise). The behaviours include, but are not limited to, hitting, punching, slapping, kicking, pushing, pulling and fighting.*

The recommendation sections of this report will include recommendations related to changes, additions and/or reviews of some of the policies mentioned above as they relate to sexual assault.

II. MOVING FORWARD AT RYERSON

After all the consultation meetings, conversations at the one day conference in late February at York University and detailed review of current practice, policies at other institutions, resources and reports published by the Ontario Women’s Directorate and Metrac, communications from the Council of Ontario Universities and the working group that they established, and the recently announced Premier’s Action Plan, I provide the following thoughts, observations and recommendations. I have divided this discussion into 8 sections:

- 1) Overall Strategy, Policy, Scope and Definitions
- 2) Survivor Support
- 3) Prevention, Awareness, Education and Training
- 4) Changes or Additions to existing policies
- 5) Options for Formal Reports/Complaints
- 6) Managing Risk
- 7) Summary of Recommendations
- 8) Draft Policy

1) Overall Strategy, Policy, Scope and Definitions

In the meetings that I had with various stakeholders and community members it was very quickly evident that there was general agreement on two issues that needed to be considered. Everyone was very clear that we need a single policy at Ryerson that addresses how we handle issues of sexual assault on our campus. This is something that of course has already been encouraged by the Council of Ontario Universities. As stated in the resource guide on sexual violence produced by the Ontario Women's Directorate, "Institutional policies and protocols can play a valuable role in creating campus environments where survivors feel safe coming forward and getting the help they need" (p. 10). A dedicated policy will make clear the university's commitment and values and what community members can expect in response to sexual violence in our community.

There was also consensus that this should be a policy that is responsive to all members of the community - staff, faculty and students. Most also felt strongly that this should be a policy that speaks to a broader spectrum of issues that includes other sexual misconduct, not exclusively sexual assault. This is well in line with the guide by the Ontario Women's Directorate which is entitled *Developing a Response to Sexual Violence* and the Ontario Premier's *Action Plan on Sexual Violence and Harassment* which was released during the drafting of this report .

Recommendation 1: Present to the board for approval a dedicated policy on sexual violence in our campus community that applies to all members of the community. Create an opportunity for the community to give feedback on it before it is finalized. A draft policy is attached as a starting point for soliciting this feedback. It recommends a review of the policy every 2 years.

It is important that the policy we end up with have clear definitions of terms so that all members of the community can understand what is meant when these terms are used. The definitions used in literature, in other institutions' policies, and in discussions of this topic vary slightly. I have selected and provided here those definitions that appear to describe these words in the way that reflects how I have heard members of the Ryerson community use them. These definitions are listed below along with the source that provided or inspired them in brackets.

a. Definition of Terms

Sexual violence

Any violence, physical or psychological, carried out through sexual means or by targeting sexuality. This includes, but is not limited to sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, degrading sexual imagery, distribution of sexual images or video of a community member without their consent, and cyber harassment or cyber stalking of a sexual nature. (University of Guelph policy)

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. (Various university policies)

Sexual Harassment

Sexual harassment is a course of unwanted remarks, behaviours, or communications of a sexually oriented nature and/or a course of unwanted remarks, behaviours or communications based on gender - where the person responsible for the remarks, 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 or degrading such as gender based derogatory jokes or comments. (Ryerson Discrimination and Harassment Policy)

Consent

Consent is an active, direct, voluntary, unimpaired and conscious choice and agreement between adults to engage in physical contact or sexual activity. It is active, not passive or silent. It is the responsibility of the person who wants to engage in sexual activity to make sure that they have consent from the other person(s) involved. The consumption of alcohol or drugs does not provide any relief from this necessary element of consent. Consent to one sexual act does not constitute or imply consent to a different sexual act. Consent is required regardless of the parties' relationship status or sexual history together. 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. If a survivor's judgement is impaired, consent is not valid; similarly impaired judgement that leads an assailant to think or believe there was consent is not an excuse. (Queen's University Policy and University of Winnipeg Protocol)

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. (Ontario Premier's Action Plan to Stop sexual violence and harassment)

Survivor

An individual who has experienced sexual violence. (Note: the justice system uses the term victim but this report and draft policy presented for consideration will use the term survivor).

First Responder

The person to whom the survivor initially disclosed. This could be a friend, staff member, or faculty member. They may be significantly affected by the disclosure of sexual violence and may also be in need of support.

Person Accused

The person whom the survivor has accused of committing sexual violence. If they are a member of the Ryerson community, they will receive information and support throughout any subsequent investigation and process. (University of Winnipeg protocol)

Sexual Violence Survivor Advocate

A volunteer support person who has received extensive training in working with survivors of sexual violence who will be able to provide individual support and referral to other resources.

Disclosure

When a survivor discloses to a campus official that they have experienced sexual violence. The survivor should expect to be able to access support from the university as outlined in the sexual violence policy on the basis of a disclosure and should expect confidentiality (within the limits outlined in the policy).

Report/Complaint

When a survivor files a formal report or complaint of an incident of sexual violence for the purposes of initiating some form of investigation or adjudication on or off campus.

Recommendation 2: That the definitions for the following terms - sexual violence, sexual assault, sexual harassment, consent, rape culture, and survivor, first responder, person accused, sexual violence survivor advocate, disclosure, and report/complaint as outlined in this report be included in the policy on sexual violence to provide clarity and understanding on terminology for all community members.

There will be a number of recommendations in this report related to support, education, prevention and other areas that will need to be managed and implemented appropriately. This is work that is too important to be an addition to someone's current job or to be done off the side of someone's desk. There are people in this community in counselling, security, DHPS and the student's unions who are already doing excellent work in this area but it is time for the institution to provide some central dedicated expertise to coordinate the institutional strategy regarding sexual violence response and education. This would very much be an office/person that would work in close partnership with stakeholders across the institution in the realization of the commitment communicated in this report and in a final policy on sexual violence. This person would need to have expertise in understanding and responding to sexual violence, delivering educational programs related to sexual violence, an understanding of rape culture, and an ability to work in a collaborative way within an anti-oppression framework. They would need to have experience recruiting, selecting, training and supervising staff and volunteers and working with an advisory committee and multiple stakeholders.

An Office of Sexual Violence Education and Support would be responsible for operationalizing the recommendations in this report, providing advice and expertise to community members on issues of sexual violence and maintain a central repository of all on and off campus program and support service information related to sexual violence. This office should also maintain statistics on sexual violence at Ryerson and be responsible for adhering to all reporting requirements related to sexual violence.

Recommendation 3: That Ryerson University create an Office of Sexual Violence Education and Support and create and fill the position of Coordinator, Sexual Violence Education and Support to oversee the implementation of these recommendations and to coordinate university activity related to awareness, education, training, support and response to sexual violence in our community. This

position should report to the Vice Provost, Students with a dotted line to the AVP, Human Resources and AVP/VP, Equity, Diversity and Inclusion.

Recommendation 4: That the Coordinator of Sexual Violence Education and Support work with campus partners to develop a confidential data collection process to ensure that the institution has current and accurate data on disclosed and reported incidents of sexual violence on campus or experienced by members of our community. This data would not contain information that would identify any community members and would be used for the purposes of community education and legislated reporting of statistics.

While the position described above needs to report somewhere organizationally (it is suggested here that this be the Vice Provost, Students) the oversight of the office and the development of its policies, strategies, campaigns and services should be informed by an Advisory Committee drawn from stakeholders in the Ryerson community including areas such as Human Resources, the Office of Equity, Diversity and Inclusion, Office of the Vice Provost of Faculty Affairs, Student Affairs, the Academic Community, Security Services and most importantly student representatives as they are the most likely members of our community to experience sexual violence.

Recommendation 5: That an advisory committee for the Office of Sexual Violence Education and Support be created by the Coordinator, Sexual Violence Education and Support in consultation with key stakeholders, and that the advisory committee, develop clear terms of reference for their work.

2) Survivor Support

One of the two most important activities that we must ensure we “get right” is appropriate support for members of our community who are survivors of sexual violence. The other is our responsibility regarding awareness, prevention, education and training. This second topic will be addressed in the next section.

Sexual assault and other forms of sexual violence can have a devastating impact on an individual and their ability to continue to thrive and succeed in their role in our community whether they are a student, faculty member or staff member. Sexual assault is one of the most underreported crimes in our society. As stated in the Ontario Premier’s Action Plan to Stop Sexual Violence, “...we know that survivors describe feeling afraid that they won’t be believed. They feel ashamed; they blame themselves and fear public scrutiny”.

Survivors of sexual violence are individuals. They are each unique. They each have unique responses and needs related to their experience of sexual violence. Many will need counselling support to process what has happened to them and to develop coping strategies as they begin their healing process. Some will need workplace and/or academic accommodation in order to cope with the immediate impact of their experience. Some won’t know what they need and may require help to determine and articulate their needs and to help tell their story in a way that protects them from exposing themselves further. Some will only want assistance in avoiding the perpetrator of the violence that they survived. Some will need help determining what actions, if any, they would like to take. Some will need someone to just listen and be with them as they make decisions and navigate their path forward. We need to put structures in place that allow for an individual approach to support that is responsive to the needs of each survivor.

a. Sexual Violence and Identity

It is important to acknowledge the unique characteristics of the Ryerson University in the development of a policy for our community. As such part of the following statement from the Developing a Response to Sexual Violence: A Resource Guide for Ontario Colleges and Universities prepared by the Ontario Women's Directorate is included in the draft policy attached. It reflects a reality that should be acknowledged, understood and responded to at Ryerson.

“Each person’s experience will be affected by many factors such as their sex, ancestry, race, ethnicity, culture, language, ability, faith, age, socioeconomic status, sexual orientation, and gender identity. Some acts of sexual violence are also acts of racism, ableism, homophobia or transphobia. Some individuals (for example, a racialized woman with a disability) are at higher risk of being targeted for sexual violence because they face multiple prejudices and stereotypes.”

Recommendation 6: That a clear statement regarding the intersection of sexual violence and a survivor’s identities be included in the final policy as an acknowledgement and commitment to provide supports with an EDI lens.

Ryerson University needs to develop a team of specifically trained volunteers recruited from the community who represent the diversity found in our community. This team of “Sexual Violence Survivor Advocates” can serve as key members of, and links to, the support resources available to survivors. The team should be diverse so that where possible a survivor who is a gay male for example could request a gay male advocate, or an aboriginal survivor could request an Aboriginal advocate if having an advocate with a shared identity will assist the survivor in accessing support. Each survivor who discloses their experience to someone on campus should be referred to a Sexual Violence Education and Support Office and assigned a Sexual Violence Survivor Advocate who can assist them in any way that they need including, but not limited to:

- Providing clear messages that they are believed, supported and that what was done to them was not their fault.
- Helping them access counselling services through student affairs or the Employee Assistance Program depending on the survivor
- Helping them access other on- and/or off- campus supports and services, including emergency care
- Reviewing and understanding options for making a formal complaint
- Respecting the survivor’s right to choose the services they feel are most appropriate and to decide whether to report to police or security
- Recognizing that disclosing can be traumatic and a survivor’s ability to recall the events may be limited
- Respecting the survivor’s choices as to what and how much they disclose about their experience
- Providing in person accompaniment/support if requested, for meetings with security, police, health care or other on or off campus offices that the survivor chooses to visit to seek these supports
- Making contact with academic departments/professors (for students) or supervisors/chairs/human resources (for staff/faculty) to assist the survivor in seeking academic and/or workplace accommodations
- Providing a confidential, non-judgemental listening ear

Recommendation 7: That the Coordinator of Sexual Violence Education and Support select, train, coordinate and dispatch a volunteer team of Sexual Violence Survivor Advocates drawn from the Ryerson community (they could be staff, faculty or students), representing its diversity.

Survivors of sexual violence who are students may have unique challenges in meeting the various requirements and deadlines associated with their academic programs given the pace of the semester and the workload associated with carrying a full class load among other responsibilities. They may not be able to concentrate or focus on their work, but also may not be comfortable asking for extensions and appealing grades if they have to tell their story to faculty members, staff or committees. The academic policies that exist at the university have very clear requirements and timelines, but a survivor in crisis they may be in no condition to adhere to those requirements and timelines. While a Sexual Violence Survivor Advocate can assist in the navigation of these policies and assist in seeking academic accommodation, it is always helpful to review the details of our policies to ensure that they do not create unnecessary barriers for survivors.

Recommendation 8: That academic policies related to appeals and accommodations provided under compassionate circumstances be reviewed to ensure that they take into account the potential needs of sexual violence survivors.

Sexual violence survivors are often reluctant to disclose the fact that they have been assaulted for a number of reasons. These could include the fact that they do not recognize what happened to them as assault. They may fear that they won't be believed. They may feel that the assault was their fault or they could or should have done something to prevent it. They may fear rejection or reprisal from friends or family members. They may feel that their assaulter has more support and more rights in the institution. They may fear attacks from the perpetrator and the perpetrator's friends and supporters. Regardless of the reason we need to work hard as a community to create and grow a culture of kindness, empathy, non-judgement and support in response to disclosures of sexual violence. Much of that culture will be built through education, training and awareness but this issue is mentioned here in this section on support because a culture of support underlies all our efforts to deliver support and make community members feel safe coming forward with disclosures and/or reports.

Recommendation 9: That all members of the Ryerson community be encouraged to provide supportive and appropriate responses to disclosures from sexual violence survivors and refer survivors to the Office of Sexual Violence Education and Support where they can access supports available. Provide first responder training widely for members of the Ryerson community to learn how to respond and refer appropriately.

One of the areas that is key to ensuring that survivors have support to deal with their experience is in the provision of counselling. These services are provided for students through the Centre for Student Development and Counselling and for staff, faculty and instructors through the Employee Assistance Program. In addition members of our community may choose to access support and counselling services off campus provided through many community agencies and individual practitioners. We have exceptionally trained and capable staff on our campus who do this work and we should commit to ensuring that they maintain their skills and currency on the issue of sexual violence through professional development. We also need as an institution to ensure that our staff or faculty who are survivors have good information about services available to meet their needs and information about what is available in the community to assist them.

Recommendation 10: That the university ensure that staff who provide counselling services available to students through student affairs and to staff and faculty through the EAP have the appropriate expertise and ongoing training to work with survivors of sexual violence. That the Office of Sexual Violence Education and Support maintain a current roster of external community resources, including ongoing support networks.

3) Prevention, Awareness, Education and Training

In the past Ryerson has offered workshops on sexual assault, consent, and healthy relationships. There have been events at Orientation that have presented these issues offered each year, along with programs in residence. While these have all been important and helpful activities they were not necessarily part of an overall education strategy. We need to develop a comprehensive prevention, awareness, education and training strategy that involve partnerships between offices at Ryerson, with the student unions and societies and with external community agencies. There are knowledgeable members of the Ryerson faculty in various academic departments that could be called upon as expert resource people, presenter and/or facilitators as well. The Office of Sexual Violence Education and Support should develop and coordinate this strategy and the activities and messages should be designed to reach different audiences within the Ryerson community, be delivered in multiple mediums and be delivered throughout the entire academic year.

This strategy could include:

- An awareness campaign regarding the new policy for survivors and first responders including
 - o What is sexual violence and sexual assault
 - o What to do if you think you have been assaulted
 - o What to do if someone discloses to you
- Information and resources for first responders
- Bystander intervention training
- Extensive training program for Sexual Violence Survivor Advocates
- Workshops for faculty on how to handle discussions of rape culture and sexual violence in the classroom
- Inclusion of sexual violence in the orientation for new community members - staff, faculty and students
- Workshops to assist faculties and departments who want to imbed these topics into courses or program curriculum
- Awareness campaigns and events in partnership with community service providers
- Trainings and campaigns about consent and designed to promote a consent culture
- Information resources for new students pre arrival on campus
- Prominent programs and awareness campaigns during student Orientation
- Training for all orientation staff
- Training for athletics staff and student athletes
- General programs, events, workshops, training sessions for anyone in the campus community

- Workshops for staff and faculty regarding sexual violence in the workplace
- Information, presentations and workshops on healthy relationships and dating violence
- Information /Campaigns related to substance abuse and its connections to sexual violence
- Awareness of the long term effects of sexual violence on survivors and the reality of PTSD and the need for sustainable support networks

Recommendation 11: That the Coordinator, Sexual Violence Education and Support develop and implement, with on and off campus partners, a multi-faceted awareness, education and training strategy related to sexual violence that is activated throughout the academic year, meets the unique needs of the Ryerson community and is rooted in EDI principles.

Recommendation 12: That a website for the Office of Sexual Violence Education and Support be developed to include information about the office, the policy, processes related to disclosure and reporting, training, education and awareness activities and on and off campus resources.

Recommendation 13: That all staff, student leaders and volunteers that will participate in any aspect of student Orientation activities be required to attend training related to sexual violence.

Recommendation 14: That all student Orientation programs offered by the Student Societies or other groups on campus ensure that there is not programming scheduled that conflicts with the central programming offered for new students that addresses sexual violence or that the group offer sexual violence programming during their Orientation schedule that has been approved by the Office of Sexual Violence Education and Support as equivalent in messaging and focus as the central Orientation programming.

Recommendation 15: That all student athletes and athletic staff be provided with training and education related to sexual violence.

4) Changes or additions to existing policies

In recommendation 8 above reference is made to the academic policies that should be reviewed, in light of the needs of a survivor or sexual violence. There are three other policies or documents that clearly articulate prohibited activities on campus that need to include specific reference to sexual violence. These are the Discrimination and Harassment Prevention Policy, the Student Code of Non-Academic Conduct and the Residence Contract.

Each of these should include sexual violence in the section that outline behaviours that are not acceptable in the Ryerson community.

The Discrimination and Harassment Prevention Policy lists descriptions and examples of direct discrimination, systematic discrimination, harassment, poisoned environment, and sexual harassment, solicitation and reprisal. It should also explicitly state sexual assault with a definition and examples. Currently, as stated earlier in this report, the only reference made to sexual assault is in the 'definitions and notes' section where sexual assault is referred to as a form of sexual harassment which is unclear and gives the issue insufficient prominence.

In the Senate Policy 61 – Student Code of Non-Academic Conduct sexual violence should be included in section C. Offences prohibited under this code. The following suggested wording of the additional prohibited ground is adapted from wording in the Ontario Women’s Directorate Resource Guide.

##. Sexual Violence – Students shall not commit an act of sexual violence against any other person or threaten another person with sexual violence. Sexual violence is any violence, physical or psychological, carried out through sexual means or by targeting sexuality. This includes, but is not limited to, sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, degrading sexual imagery, distribution of sexual images or video without consent, cyber harassment and cyber stalking of a sexual nature.

The Residence Community Standards document makes up part of the contract for students who live in residence. It outlines all the activities that are offences of the community standards and are not tolerated in the residence community. The following section should be included in the table of offences at the 3 point level (the most serious offence level).

3. Sexual Violence - Sexual violence is any violence, physical or psychological, carried out through sexual means or by targeting sexuality. It includes, but is not limited to, sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, degrading sexual imagery, distribution of sexual images or video without consent, cyber harassment and cyber stalking of a sexual nature.

Recommendation 16: That sexual violence and sexual assault be more explicitly addressed in the Discrimination and Harassment Prevention Policy, the Student Code of Non-Academic Conduct and the Residence Community Standards.

5) Options for Formal Reports/Complaints

The investigation and adjudication of complaints of sexual violence on campus is probably one of the most challenging issues to deal with appropriately. Sexual Assault is a criminal activity but we know that many survivors do not feel comfortable taking their complaint to the police and through the criminal court system. The university must handle these complaints with sensitivity and support for the survivor, follow the principles of natural justice, and follow a non-criminal administrative response that addresses the issue seriously and maintains the safety and security of our community. We must also ensure that any processes protect the rights of community members who have been accused of sexual violence, and those accused know where to access support if needed. A recent article in the Globe and Mail about responding to sexual assault complaints through on campus processes included the following statement:

“Canadian universities’ attempts to craft student codes of conduct that specifically address sexual assault could lead to miscarriages of justice, say law experts in Canada and the United States, who warn that universities are not equipped to conduct what are essentially criminal trials”

Universities cannot develop processes that replace the criminal court system but we should provide on-campus non-criminal alternatives for the handling of formal reports/complaints. The university has in place policies for dealing with complaints about various behaviours of community members and the procedures associated with these policies should be used in the adjudication of sexual violence complaints based on the option that the survivor chooses to pursue. It is important, in order to ensure appropriate due process and impartial investigation of complaints, that these processes are separate from the offices or individuals that provide support and advice to survivors.

What we need to make clear to survivors are the options available to them to make formal reports/complaints or request some remedy for the harm done to them. These options include:

- 1) Criminal Complaints – reports/complaints made to the police in an effort to pursue criminal charges under the Criminal Code of Canada.
- 2) Non-criminal Complaints – reports/complaints pursued on-campus through the DHPS policy, the Student Code of Non-Academic Conduct, the Residence Community Standards procedure, or with respect to staff and faculty, through the line structure or through the grievance process under collective agreements.
- 3) Seek only support through the Office of Sexual Violence Education and Support and other campus partners without making a formal report/complaint

Each of the areas of the university responsible for the options listed in item 2 above need to ensure that the staff members who administer these policies are appropriately trained related to investigation and due process with respect to cases of sexual violence.

It is extremely important that survivors understand that in most circumstances the survivor will be the one to determine what processes and actions are pursued. There are instances, however, where the university may take action itself without a formal complaint. Some examples are:

- 1) When there is a legal obligation on the university to act as in the case of the assault of a minor or as required by law to ensure a safe workplace free from discrimination and harassment.
- 2) When there is evidence of an act of sexual violence that is available in the public realm...for example a video of an assault, or harassing messages are posted on social media and publicly accessible.

An important support role that the Coordinator of Sexual Violence Response and Support, Sexual Violence Survivor Advocates, Security Personnel and others can play is assisting the survivor with information related to the reporting options. This might include for example information related to filing a criminal complaint, the investigative process and what to expect before the survivor decides what action they want to take.

The appropriate complaint mechanism for an incident may depend on the status of the person accused. For example the Student Code obviously does not apply to staff and there is no on-campus mechanism

to sanction a non-community member. Clear resource materials should be developed for members of the Ryerson community that outline options based on the status of the survivor and the person accused and information such as FAQs should be developed for survivors and for persons accused who are members of the Ryerson community on what to expect from various processes. The Advocates trained by the Coordinator of Sexual Violence Education and Support can also assist the survivor in determining the best course of action to meet their needs.

Recommendation 17: That print and on-line information be developed outlining the options for filing a formal report/complaint on and/or off campus. That this information take into account the community status of the survivor and the person accused and that information about the processes be developed for both survivors and persons accused to answer general questions about what to expect.

Ultimately we want to create a culture on campus that supports survivors and removes barriers that may exist to disclosing or reporting what has been done to them. As stated in the Ontario Women's Directorate's Resource Guide,

Fear and apprehension about the reactions of others can be significant barriers to disclosing or reporting. This can include:

- *Concerns about being believed or blamed*
- *Feeling ashamed and guilty for what happened*
- *Fear of institutional sanctions or a police investigation where underage drinking or the use of illegal drugs was involved*
- *Fear of reprisal by the perpetrator of his [/her] friends*
- *Peer pressure to not report, especially if the perpetrator has significant status on campus*

6) Addressing Risk

In addition to awareness, education and training, including bystander intervention training, there are other things that the institution can do to reduce the risk of sexual violence on its campus.

a. Campus Safety

The university should continue to conduct regular safety audits of the physical campus focusing on secluded areas, lighting, emergency phones, etc. Continuing to provide clear information to the community, especially new staff, faculty and students of who to contact in an emergency or how to report an incident or unsafe condition on campus is important.

Recommendation 18: that Security and Emergency Services review its practices related to safety audits of the campus and related to communications with new community members about how to seek emergency response to ensure that best practices are in place at Ryerson

b. Alcohol and Substance Abuse

As stated in the Ontario Women's Directorate's Resource Guide, "...alcohol and drugs can be one of the most significant risk factors for sexual violence on college and university campuses...raising awareness of the role of alcohol in sexual assault should be a key element of prevention efforts on campus". We must ensure that students continue to be educated about substance abuse and the role that alcohol can play in increasing the risk of sexual violence. It may also be helpful to develop a policy related to the use of alcohol on campus and at off campus events sponsored by university departments and student groups.

Recommendation 19: That a committee be struck to review campus and event alcohol policy and develop a report with recommendations for the appropriate use and management of alcohol at Ryerson, and for alcohol education and awareness including its impact on risks related to sexual violence.

7) List of Recommendations

Recommendation 1: Present to the board for approval a dedicated policy on sexual violence in our campus community that applies to all members of the community. Create an opportunity for the community to give feedback on it before it is finalized. A draft policy is attached as a starting point for soliciting this feedback. It recommends a review of the policy every 2 years.

Recommendation 2: That the definitions for the following terms - sexual violence, sexual assault, sexual harassment, consent, rape culture, and survivor, first responder, person accused, sexual violence survivor advocate, disclosure, and report/complaint as outlined in this report be included in the policy on sexual violence to provide clarity and understanding on terminology for all community members.

Recommendation 3: That Ryerson University create an Office of Sexual Violence Education and Support and create and fill the position of Coordinator, Sexual Violence Education and Support to oversee the implementation of these recommendations and to coordinate university activity related to awareness, education, training, support and response to sexual violence in our community. This position should report to the Vice Provost, Students with a dotted line to the AVP, Human Resources and AVP/VP, Equity, Diversity and Inclusion.

Recommendation 4: That the Coordinator of Sexual Violence Education and Support work with campus partners to develop a confidential data collection process to ensure that the institution has current and accurate data on disclosed and reported incidents of sexual violence on campus or experienced by members of our community. This data would not contain information that would identify any community members and would be used for the purposes of community education and legislated reporting of statistics.

Recommendation 5: That an advisory committee for the Office of Sexual Violence Education and Support be created by the Coordinator, Sexual Violence Education and Support in consultation with key stakeholders, and that the advisory committee, develop clear terms of reference for their work.

Recommendation 6: That a clear statement regarding the intersection of sexual violence and a survivor's identities be included in the final policy as an acknowledgement and commitment to provide supports with an EDI lens.

Recommendation 7: That the Coordinator of Sexual Violence Education and Support select, train, coordinate and dispatch a volunteer team of Sexual Violence Survivor Advocates drawn from the Ryerson community (they could be staff, faculty or students), representing its diversity.

Recommendation 8: That academic policies related to appeals and accommodations provided under compassionate circumstances be reviewed to ensure that they take into account the potential needs of sexual violence survivors.

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Recommendation 11: That the Coordinator, Sexual Violence Education and Support develop and implement, with on and off campus partners, a multi-faceted awareness, education and training strategy related to sexual violence that is activated throughout the academic year, meets the unique needs of the Ryerson community and is rooted in EDI principles.

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Recommendation 19: That a committee be struck to review campus and event alcohol policy and develop a report with recommendations for the appropriate use and management of alcohol at Ryerson, and for alcohol education and awareness including its impact on risks related to sexual violence.

8) Draft Policy

Policy on Sexual Violence (draft for review)

- **Related Documents:** Discrimination and Harassment Prevention Policy
Student Code of Non-Academic Conduct
Residence Community Standards
Workplace Violence Prevention and Response Program
- **Approval Dates:** June 2015
- **Approved by:** Ryerson Board of Governors
- **Jurisdiction:** Provost & Vice President, Academic (via Vice Provost, Students & Vice Provost/AVP, Equity Diversity and Inclusion (EDI))
Vice President Administration and Finance (via AVP, Human Resources & AVP/VP, EDI)
- **Review Date:** In Fall 2016, and then every 4 years

Policy Document Structure:

I. Purpose

- The Purpose of this policy is to make clear the university's commitment to addressing sexual violence in its community through survivor support, awareness, education, training and prevention programs, and the appropriate handling of reports/complaints of incidents of sexual violence.

II. Introduction

- Sexual Violence is a serious problem in our society and on university campuses. Acts of sexual violence have a significant impact on survivors, their friends and family members, and on those who works closely with survivors as supporters, advocates and educators. Sexual violence is a complex issue that needs attention and intervention throughout our society and within our institutions, especially given the prevalence of sexual assault on college and university campuses. It is the most underreported criminal activity and we know through many sources that the number of disclosed or reported incidents on campuses do not reflect the true number of assaults faced by members of our community. This policy is intended to outline commitments to raise awareness and educate about sexual violence, to prevent sexual violence, to reduce the risk of sexual violence incidents, to promote a consent culture, and to respond to the needs of survivors in our community for support and empowerment.

III. Scope or Application and Scope

- This policy applies to all members of the Ryerson community.

IV. Definitions

- **Sexual Violence:** Any violence, physical or psychological, carried out through sexual means or by targeting sexuality. This includes, but is not limited to sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, degrading sexual imagery, distribution of sexual images or video of a community member without their consent, and cyber harassment or cyber stalking of a sexual nature.
- **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.

- **Sexual Harassment:** A course of unwanted remarks, behaviours, or communications of a sexually oriented nature and/or a course of unwanted remarks, behaviours or communications based on gender – where the person responsible for the remarks, 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.
- **Consent:** An active, direct, voluntary, unimpaired and conscious choice and agreement between adults to engage in physical contact or sexual activity.
- **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.
- **Survivor:** An individual who has experienced sexual violence.
- **First Responder:** The person to whom the survivor initially disclosed. This could be a friend, staff member or faculty member. They may be significantly affected by the disclosure of sexual violence and may also be in need of support.
- **Person Accused:** A person who has been accused of committing sexual violence.
- **Sexual Violence Survivor Advocate:** A volunteer support person who has received extensive training in working with survivors of sexual violence who will be able to provide individual support and referral to other resources.
- **Disclosure:** When someone discloses to a campus official that they have experienced sexual violence.
- **Report/Complaint:** A formal report or complaint of an incident of sexual violence for the purposes of initiating some form of investigation or adjudication on or off campus.

V. Policy

1. Sexual Violence and Identity

Ryerson University is an extremely diverse community and every effort to address issues of sexual violence needs to be grounded in an understanding that each person's experience will be affected by many factors such as their sex, ancestry, race, ethnicity, language, ability, faith, age, socioeconomic status, sexual orientation, and gender identity. We must acknowledge that some acts of sexual violence are also acts of sexism, racism, ableism, homophobia, or transphobia.

2. Awareness, Prevention, Education and Training

The Office of Sexual Violence Education and Support will work with on and off campus partners including, but not limited to, student organizations, Student Affairs staff, Academic departments, Human Resources, the Teaching and Learning Office, the EDI Office and 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 – 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 staff, faculty, students and visitors to our campus. A particular emphasis will be placed on educating new members of the Ryerson community about this issue through student, staff and faculty 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.

3. Parameters of Consent

The University through the efforts of the Office of Sexual Violence Education and Support and its partners will work to promote a consent culture on campus including promotion of the following principles related to consent:

- a. Consent is active, not passive or silent
- b. 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.

- c. Consent to one sexual act does not constitute or imply consent to a different sexual act.
- d. Consent is required regardless of the parties' relationship status or sexual history together.
- e. 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.
- f. If a survivor's judgement is impaired, consent is not valid.
- g. Impaired judgement that leads an assailant to think or believe there was consent is not an excuse.

4. Survivor Support

- a. All members of the Ryerson community (staff, faculty and students) should expect to receive support through the appropriate office if they have experienced sexual violence. Detailed information about on- and off campus supports will be provided on a dedicated Sexual Violence Education and Support website.
- b. Survivors should be able to access support regardless of when, where or by whose hand they experienced an incident of sexual violence.
- c. The Office of Sexual Violence Education and Support will work with individual survivors in determining their support and/or workplace and academic accommodation needs and assist them in accessing these.
- d. Survivors need only to disclose their experience to seek support and will not be required or pressured to make a formal report or complaint. In some very rare cases the university may be required to take some action without the survivor's consent (see section 5 on confidentiality below). If this is necessary individuals affected would be fully informed and supported at every step of any process.
- e. Survivors have the right to determine what and how much they choose to disclose or report about their experience and to decide whether to report to police and/or Ryerson Security.

5. Formal Reporting/Complaint Options for Survivors

Survivors of sexual violence have options for filing a formal report/complaint in response to an incident of sexual violence. Staff and advocates from the Office of Sexual Violence Education and Support 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, will be provided on a dedicated Sexual Violence Education and Support website. Some options will depend on the community status of the survivor and/or the person accused. All processes must follow principles of natural justice and must appropriately protect the rights of both the survivor and the person accused. Reporting options include but are not limited to:

- a. Criminal Option – reports/complaints can be made to the police in an effort to pursue criminal charges under the Criminal Code of Canada
- b. Non-Criminal On-campus options
 - Discrimination and Harassment Prevention Policy
 - Student Code of Non-Academic Conduct
 - The Residence Community Standards Process
 - Reports/Complaints can also be made to the Manager in a workplace along with HR and Faculty Affairs depending on the parties involved.

6. Confidentiality

Ensuring confidentiality is a key principle in creating an environment and culture where survivors feel safe to disclose and seek support and accommodation. The university is committed ensuring such an environment and culture exists. There are, however, limits to the confidentiality that can be assured under certain circumstances such as:

- a. An individual is judged to be at imminent risk of self-harm.
- b. An individual is judged to be at imminent risk of harming another.
- c. Reporting or action is required by law.
- d. Evidence of sexual violence is available in the public realm (eg. video shared publicly on social media)

7. Maintenance of Statistics

The Office of Sexual Violence Education and Support will maintain annual statistics on disclosed and reported incidents of sexual violence on campus for the purposes of community education and any legislated reporting that may be required. This data would not include any information that would identify any community member.

VI. Roles and Responsibilities

University Executive

- Maintain and communicate an ongoing commitment to seriously address the issue of sexual violence on university campuses

Vice Provost, Students

- Provide an organizational home of the Office of Sexual Violence Education and Support.
- Oversight of the operation of the Student Conduct Office and Student Code of Non-Academic Conduct
- Work in close partnership with the Vice Provost/AVP, EDI and the Assistant Vice President, HR on the interpretation and application of this policy.

Vice Provost, Assistant Vice President, Equity, Diversity and Inclusion

- Work in close partnership with the Vice Provost, Students and the Assistant Vice President, HR on the interpretation and application of this policy.
- Oversight of the operation of the DHPS Office and Discrimination and Harassment policy.

Assistant Vice President, Human Resources

- Work in close partnership with the Vice Provost/AVP, EDI and the Vice Provost, Students on the interpretation and application of this policy.
- Ensure that appropriate supports are in place for survivors who are employees of the institution through HR benefits, programs and EAP.
- Work with HR consultants and Managers and Supervisors to support workplace accommodations required in response to incidents of sexual violence at Ryerson.

Vice Provost, Faculty Affairs

- Work in close partnership with the Vice Provost/AVP, EDI, the Vice Provost, Students and the Assistant Vice President Human Resources on the interpretation and application of this policy.
- Ensure appropriate supports are in place for survivors who are academic staff of the institution, liaising with Human Resources regarding available programs or offerings that will assist survivors
- Work with Deans, Chairs and Directors and Human Resources to support workplace accommodations required in response to incidents of sexual violence at Ryerson.

Office of Sexual Violence Education and Support

- Oversee the day to day implementation and operation of this policy as outlined in the office's mandate and job descriptions
- Develop and implement with on and off campus partners the awareness, prevention, education and training strategy
- Recruit, select, train and dispatch a team of Sexual Violence Survivor Advocates

Director, Integrated Risk Management

- Through Security and Emergency Services provide appropriate services and supports such as safety planning, assisting survivors who chose to report to police, referral of community members to the Office of Sexual Violence Education and Support, assisting DHPS, HR, Student Conduct Officer and Housing with investigations and application of sanctions where appropriate.

Student Affairs

- Ensure that the appropriate supports are in place for survivors who are students through the many units within Student Affairs including the Medical Centre, Centre for Student Development and Counselling, Housing and Residence Life etc.

Faculty and Academic Departments

- Cooperate to the extent possible with students or their advocates as they attempt to seek academic accommodation in the face of incidents of sexual violence and their aftermath.

All members of the University community

- Participate in education and training programs where appropriate especially those designed for "first responders".
- Refer survivors to the Office of Sexual Violence Education and Support

VII. Jurisdiction

This policy falls under the jurisdiction of Provost and Vice President, Academic and the Vice President, Administration and Finance. The interpretation and application of this policy is the responsibility of the Vice Provost, Students, the Assistant Vice President, Human Resources, the Vice Provost, Faculty Affairs and the Assistant Vice President/Vice Provost, Equity, Diversity and Inclusion.

VIII. Policy Review

After an initial review in Fall 2016, this policy will be reviewed every four years with extensive community consultation, including in particular students.

III. APPENDIX

Some external resources reviewed in the development of this report:

- Reporting Options for Victims Flowchart and campus community services listing – University of Delaware
- Beyond Compliance: Sexual Violence Prevention Report and Recommendations for ACPA (College Student Educators International) Governing Board produced by the Presidential Task Force on Sexual Violence Prevention in Higher Education
- Sexual Misconduct, Stalking and Dating and Domestic Violence Policy – Northwestern University
- Student Guidelines for the University of Pennsylvania Sexual Violence Policy
- American College Health Association National College Health Assessment: Canadian Reference Group Executive Summary – Spring 2013
- Sexual Assault Policies on Campus: A Discussion Paper produced by METRAC – October 2014
- Sexual Violence Prevention on Campus: Leading the Culture Change from Leadership Exchange Magazine published by NASPA (Student Affairs Administrators in Higher Education) – Summer 2014
- The Perception and Reporting of Sexual Assault Amongst Young Adults by Natalie Whitney – an undergraduate thesis project in the Department of Psychology at Ryerson – 2014
- It's Never Okay: An Action Plan to Stop Sexual Violence and Harassment – Premier's Office, Province of Ontario – March 2015
- Developing a Response to Sexual Violence: A Resource Guide for Ontario's Colleges and Universities – developed by the Ontario Women's Directorate in collaboration with MTCU – January 2013
- York University's Policy on Sexual Assault Awareness, Prevention and Response
- The University of Winnipeg's Sexual Misconduct Policy
- Materials and Information presented at Taking Action: Sexual Violence on Campus – a conference hosted by the Ontario Committee on Student Affairs (OCSA) February 2015
- Cornell University Policy 64: Prohibited Discrimination, Protected Status Harassment, Sexual Harassment and Sexual Assault and Violence
- The Juilliard School's Sexual Misconduct and Harassment Policy and Adjudication Procedure
- "University sexual assault codes of conduct could be unfair, law experts warn" – Globe and Mail December 2014
- Lakehead University's Sexual Misconduct Policy and Protocol: Dealing with Sexual Harassment, Sexual Stalking and Sexual Assault
- Brock University's Sexual Assault Response Protocol
- Queen's University's Interim Sexual Assault Support and Response Protocol
- NASPA Research and Policy Institute Issue Brief – Five Things Student Affairs Professionals Should Know About Campus Gender Based Violence
- University of Guelph's Sexual Assault Protocol