



GENERAL FACULTIES COUNCIL
AGENDA

Meeting #618, November 3, 2022, 1:30 p.m.

Zoom link: <https://ucalgary.zoom.us/j/96881135984> Passcode: 932943

Item	Description	Presenter	Materials	Estimated Time
1.	Conflict of Interest Declaration	McCauley	Verbal	1:30
2.	Inclusive Practice Moment	Holloway ¹	PowerPoint	
3.	Safety Moment	Van Hee ²	PowerPoint	
4.	Remarks of the Chair	McCauley	Verbal	
5.	Question Period	McCauley	Verbal	
	Action Items			
6.	Approval of the October 6, 2022 Meeting Minutes	McCauley	Document	
7.	Recommendation of Revisions to the Sexual and Gender-Based Violence Policy	Turpin ³ /Book ⁴	Document	2:05
8.	Recommendation of Revisions to the Partisan Political Activities Policy	Alho ⁵ /Book	Document	2:15
9.	Elections: <ul style="list-style-type: none"> • Two Academic Staff Members to the Advisory Review Committee for the Vice-Provost and Associate Vice-President Research (Indigenous Engagement) • Two Academic Staff Members to the Advisory Review Committee for the Vice-Provost (Libraries and Cultural Resources) • Three Academic Staff Members to the Advisory Selection Committee for a Provost and Vice-President (Academic) 	McCauley/McVie	Document	2:30
	Discussion Items			
10.	2023-2024 University Budget Planning	Kim ⁶ /Rosehart ⁷ / Evelyn ⁸ / Barr ⁹ /Lewis ¹⁰	PowerPoint	2:35
	Information Items			
11.	Student Non-Academic Misconduct Annual Report	Turpin/Quin ¹¹	Document	3:05

Item	Description	Presenter	Materials	Estimated Time
12.	2022 Enrolment Report	Dambrowitz ¹²	PowerPoint	3:20
13.	Standing Reports: a) Report on the October 19, 2022 GFC Executive Committee Meeting b) Report on the October 17, 2022 Academic Planning and Priorities Committee Meeting c) Report on the October 18, 2022 Teaching and Learning Committee Meeting d) Report on the October 20, 2022 Research and Scholarship Committee Meeting e) Report on the October 14, 2022 Board of Governors Meeting	In Package Only	Documents	3:35
14.	Other Business	McCauley		
15.	Adjournment Next meeting: December 8, 2022 (in-person, ST147)	McCauley	Verbal	3:35

Regrets and Questions: Elizabeth Sjogren, Governance Coordinator

Email: esjogren@ucalgary.ca

Courtney McVie, University Secretary

Email: cmluimes@ucalgary.ca

GFC Information: <https://www.ucalgary.ca/secretariat/general-faculties-council>

Presenters

1. Ian Holloway, Dean, Faculty of Law
2. Mike Van Hee, Vice-President (Services)
3. Verity Turpin, Vice-Provost (Student Experience)
4. Deborah Book, Legal Counsel
5. John Alho, Associate Vice President, Government Relations
6. Ron Kim, Vice-President (Finance) and Chief Financial Officer
7. Bill Rosehart, Deputy Provost
8. Bruce Evelyn, Vice-Provost (Planning & Resource Allocation)
9. Tanis Barr, Associate Vice-President (Finance)
10. Le Ha Lewis, Director - Finance Services
11. Jenifer Quin, Senior Director - Student Services
12. Amy Dambrowitz, Registrar

The draft Minutes are intentionally removed from this package.

Please see the approved Minutes [uploaded separately on this website](#).



**UNIVERSITY OF
CALGARY**

**GENERAL FACULTIES COUNCIL
ACTION BRIEFING NOTE - For Recommendation**

SUBJECT: Revisions to the Sexual and Gender-Based Violence Policy

MOTION:

That the General Faculties Council (GFC) recommend that the Board of Governors approve the revisions to the Sexual and Gender-Based Violence Policy, as set out in the document provided to the GFC and as recommended by the GFC Executive Committee.

PROPONENT(S)/PRESENTER(S):

Deborah Book, Legal Counsel, University Legal Services

REQUESTED ACTION

The Drafting Team is requesting that the General Faculties Council recommend that the Board of Governors approve the proposed revisions to the University's Sexual and Gender-Based Violence Policy.

KEY CONSIDERATIONS/POINTS

The revisions to the policy should have a positive impact on student experience, and support all members of the University Community, by reducing harm and providing a safe learning, working, and living environment.

RISKS

The proposed revisions help reduce harm and support provision of a safe learning, working, and learning environment.

RESOURCE REQUIREMENTS

The proposed changes will be managed through existing resources.

BACKGROUND

The proposed revisions are responsive to a request from the Provincial Government as part of an initiative aimed at reducing sexual violence on campus. The proposed revisions are the product of a focused review to specifically address the request, recognizing that the Sexual and Gender-Based Violence Policy was comprehensively reviewed and revised effective March 2021, and will be comprehensively reviewed and revised again within the next 2 years.

ROUTING AND PERSONS CONSULTED

<u>Progress</u>	<u>Body</u>	<u>Date</u>	<u>Approval</u>	<u>Recommendation</u>	<u>Discussion</u>	<u>Information</u>
	Academic Planning and Priorities Committee	19-09-22			X	
	General Faculties Council	06-10-22			X	
	GFC Executive Committee	19-10-22		X		
x	General Faculties Council	03-11-22		X		
	BG Human Resources and Governance Committee	28-11-22		X		
	Board of Governors	09-12-22	X			

In addition, the following groups were invited to provide feedback:

- Alberta Union of Provincial Employees (AUPE)
- Provost Team Meeting
- Student Enrolment Services (SES) Council
- Deans' Council
- Faculty Association (TUCFA)/Academic Staff Harassment Advisory Committee
- Management and Professional Staff (MaPS) Executive Committee
- Students' Union (SU)
- Graduate Students' Association (GSA)
- Consent Awareness & Sexual Education Club (CASE)
- GSA Gender and Sexuality Alliance
- Q Centre
- Student Advisory Council
- Mental Health Lens Review
- Indigenous Lens Review
- Equity, Diversity and Inclusion (EDI) Lens Review

NEXT STEPS

The revised draft will be presented to HRGC later in November for Recommendation. The Board of Governors will be asked to approve the changes in December. A revised policy must be submitted to the Provincial Government following the December Board of Governors meeting.

SUPPORTING MATERIALS

Proposed revised Sexual and Gender-Based Violence Policy and blackline to current.

Sexual and Gender-Based Violence Policy

Classification Health, Safety and Environment	Table of Contents 1 Purpose 1 2 Scope 2 3 Definitions 2 4 Policy Statement 5 5 Responsibilities..... 12 6 Related Policies 12 7 Related Procedures 13 8 Related Information 13 9 History 13
Approval Authority Board of Governors	
Implementation Authority President	
Effective Date June 1, 2017	
Last Revision March 26, 2021	

Any member of the University Community impacted by Sexual and Gender-Based Violence may contact the [Sexual Violence Response Office](#) for support.

1 Purpose

The University is striving to create an equitable, inclusive environment shaped by a culture of respect. This includes efforts to provide an appropriate response to Sexual and Gender-Based Violence.

In a diverse university community like the University of Calgary, any response will need to reflect an intersectional lens, and assess if Sexual and Gender-Based Violence are compounded by other potential vulnerabilities, including sexual orientation, gender identity, gender expression, indigeneity, race/ethnicity, religion, disability, or age.

Sexual and Gender-Based Violence will not be experienced by everyone in the same way, and each case will need to be assessed for differential impacts. Sexual and Gender-Based Violence is rooted in rape culture and may engage experiences of systemic oppression, including colonialism, racism, sexism, homophobia, transphobia, or ableism.

The University recognizes that some relationships within the University Community are characterized by power imbalances which may have a significant impact on an individual's experience of Sexual and Gender-Based Violence.

The purpose of this policy is to:

- a) affirm the University's commitment to addressing Sexual and Gender-Based Violence;
- b) commit to providing supports to individuals affected by Sexual and Gender-Based Violence;
- c) foster and promote a culture of consent;

- d) enable appropriate handling of Disclosures and Formal Reports related to Sexual and Gender-Based Violence; and
- e) outline the processes by which the University will respond to Disclosures and Formal Reports.

2 Scope

This policy applies to all members of the University Community.

This policy operates alongside other applicable University policies and procedures. Where there is a conflict or inconsistency between the provisions of this policy and another University policy or procedure, this policy governs to the extent necessary to resolve the conflict or inconsistency. However, this policy does not replace or supersede the provisions of any Collective Agreement. Consequently, if there is a conflict between the provisions of this policy and a Collective Agreement, the Collective Agreement governs to the extent necessary to resolve the conflict.

This policy should be read and interpreted in concert with the University's related policies on harassment, workplace violence, occupational health and safety, student conduct, protected disclosures .

This policy applies to actions, interactions and behaviours of members of the University Community that take place:

- a) in or on University Facilities; or
- b) off University Facilities where a member of the University Community is involved in the business of the University or activities related to the University, or is representing the University; or
- c) off University Facilities, including through social media, online communication platforms, remote work applications, or other online means, where such actions, interactions or behaviour have a negative impact on a member of the University Community such that it materially interferes with their University learning, working or living environment.

3 Definitions

In this policy:

- a) "Academic Staff Member" means an individual who is engaged to work for the University and is identified as an academic staff member under Article 1 of the applicable Collective Agreement.
- b) "Appointee" means an individual who is engaged to work for the University, or whose work is affiliated with the University, through a letter of appointment, including adjunct faculty, clinical appointments, and visiting researchers and scholars.
- c) "Appropriate Office" means the office, identified in the table below that is responsible for the procedure that would be followed if a Formal Report were investigated.

Member of the University Community (Respondent)	Office	Procedure
Student	Student Conduct	Student Non-Academic Misconduct Procedure
Employee	AVP Human Resources	Workplace Investigation Procedure

Academic Staff Member, Appointee, Contractor, Postdoctoral Scholar, Volunteer, Senior Leadership Team Member excepting Executive Leadership Team Members,	Protected Disclosure and Research Integrity	Protected Disclosure, Procedure for
Executive Leadership Team Member (excepting the President and Vice-Chancellor)	President and Vice-Chancellor	Protected Disclosure, Procedure for
President and Vice-Chancellor	Chair of the Board of Governors	Protected Disclosure, Procedure for

- d) “Collective Agreement” means any collective agreement between the Governors of the University of Calgary and (i) the Faculty Association of the University of Calgary, (ii) the Alberta Union of Public Employees, (iii) the Graduate Students’ Association, (iv) the Postdoctoral Association of the University of Calgary, or (v) any other association or union representing Employees, in each case, in effect at the relevant time.
- e) “Complainant” means the individual who has made a Formal Report under this policy.
- f) “Consent” means the ongoing voluntary agreement of an individual to engage in the sexual activity in question, as more fully described in 4.5-4.8.
- g) “Contractor” means an individual or a sole proprietorship, or an individual acting on behalf of any other legal entity, who agrees to furnish materials to, or perform services for, the University for consideration.
- h) “Disclosure” means when an individual shares information about a personal experience of Sexual and Gender-Based Violence.
- i) “Employee” means an individual, other than an Academic Staff Member, Appointee or Postdoctoral Scholar, who is engaged to work for the University under an employment contract.
- j) “Executive Leadership Team” means the executive leadership team at the University, which is comprised of the President, Vice-Presidents, and General Counsel.
- k) “Field Stations” means any of the following University Facilities:
- i. Rothney Astrophysical Observatory;
 - ii. Barrier Lake Research Station;
 - iii. R.B. Miller Research Station; and
 - iv. Kluane Lake Research Station.
- l) “Formal Report” means a complaint to the University by an individual who is seeking recourse for a violation of this policy.
- m) “Gender-Based Violence” means any violence, physical or psychological, that is committed, threatened or attempted against an individual without the individual’s consent by targeting gender, gender identity, or gender expression.
- n) “Interim Measures” means temporary restrictions or adjustments implemented in an effort to maintain a positive, productive, and respectful learning, working, and living environment on University Facilities, pending the resolution of a Formal Report, police investigation, or other process. Interim Measures may also be implemented to support

a Victim-Survivor who is considering whether to proceed with a formal process or who has decided not to proceed with a formal process. Interim Measures may include protecting the Victim/Survivor from interaction, whether face-to-face, or through University controlled email or virtual meeting, with the person reported to have caused harm.

- o) “Intersectional Lens” means an approach that seeks to understand and recognize the specific barriers individuals may face or have faced and considers ways multiple barriers may overlap to create a unique experience for that individual.
- p) “Postdoctoral Scholar” means an individual who has completed a doctoral degree and is carrying out research at the University under the direction or mentorship of a supervising Academic Staff Member.
- q) “Reprisal” means a Retaliatory Measure taken against an individual because they have sought advice about making a Disclosure or Formal Report; made a Disclosure or Formal Report in good faith; appointed an investigator for, investigated, or co-operated in an investigation of, a Formal Report; or declined to participate in behavior that would breach this policy.
- r) “Respondent” means the member of the University Community identified in a Formal Report to have violated this policy.
- s) “Retaliatory Measure” means any act intending to adversely affect an individual.
- t) “Senior Leadership Team” refers to the individuals who, at the relevant time, are designated as members of the University’s Senior Leadership Team.
- u) “Sexual and Gender-Based Violence” means any violence, physical or psychological, that is committed, threatened or attempted against another individual without the individual’s consent by targeting an individual because of their sex, gender identity, gender expression, or sexual orientation. This includes Gender-Based Violence, Sexual Assault, Sexual Harassment, stealthing, indecent exposure, voyeurism, creating, acquiring, or distributing degrading sexual imagery, the acquisition or distribution of a sexual image or video of a University Community member without their consent, and stalking that targets an individual based on their sex, gender identity, gender expression or sexual orientation. It can include a single incident or a pattern of behaviour whether in person, online, or via other means.
- v) “Sexual Assault” means any type of unwanted sexual act done by one individual to another that violates the sexual integrity of the individual as more fully described in 4.10.
- w) “Sexual Harassment” means one or more unwanted or demeaning remarks, behaviours or communications of a sexual nature and/or unwanted or demeaning remarks, behaviours or communications based on sex, gender identity, gender expression, or sexual orientation, where the individual responsible for the remarks, behaviours or communications knows or ought reasonably to know that these are unwanted or demeaning.
- x) “Sexual Violence Response Office (SVRO)” means the University office which provides support to any University Community member who may have been impacted by Sexual and Gender-Based Violence and provides expert advice to members of the University Community who receive Disclosures and Formal Reports.

- y) “Student” means an individual registered in a University course or program of study at the time the incident of Sexual and Gender-Based Violence is said to have occurred.
- z) “Student at Risk Team” means a multi-disciplinary resource team comprised of University staff members representing Student Wellness, Campus Security (as required), Student Services, Residence Services and ad hoc committee members that coordinates intervention and support in response to At-Risk Behaviour (as defined in the Student-at-Risk Policy).
- aa) “Student Legal Assistance (SLA)” means the on-campus law clinic staffed by Students.
- bb) “Student Ombuds” means the Employee who has the title Student Ombuds and provides a safe place for Students to confidentially discuss Student related issues, academic and non-academic concerns, and other matters.
- cc) “Threat Assessment Committee” means a multi-disciplinary resource team comprised of University staff members representing Campus Security, Human Resources, Student Services, Student Wellness and Staff Wellness, and ad hoc committee members, that responds to reports of actual or potential workplace violence as provided for in the Workplace Violence Policy
- dd) “University” means University of Calgary.
- ee) “University Community” means all Academic Staff Members, Appointees, Employees, Postdoctoral Scholars, Students, Contractors and Volunteers.
- ff) “University Facilities” means all buildings and grounds, including athletic and recreational fields and Field Stations, owned, leased or operated by the University, except for property managed by University District Trust or University Innovation Quarter Trust.
- gg) “Victim/Survivor” means, an individual who has experienced Sexual and Gender-Based Violence. Not all people who have experienced Sexual and Gender-Based Violence identify with either term. Individuals can choose whether to be referred to as the victim, the survivor, the Victim/Survivor, or by name in any Disclosure. Individuals who have made a Formal Report will be referred to as Complainants.
- hh) “Volunteer” means an individual who, on a voluntary basis, provides a service or materials to the University.

4 Policy Statement

General

- 4.1** All members of the University Community have the right to learn, work, and live in an environment where they are free from harassment, discrimination and violence, including Sexual and Gender-Based Violence. The University:
- a) will promote a culture of respect so that those who make a Disclosure or Formal Report are treated respectfully;
 - b) has investigation processes that protect the rights of all individuals;
 - c) will provide training to Academic Staff Members, Appointees, Employees, Postdoctoral Scholars and Students on how to respond to a Disclosure; and
 - d) will implement awareness, education and risk management programs to address the prevention of Sexual and Gender-Based Violence.
- 4.2** The University respects the rights of Victim/Survivors to choose:

- a) the services and supports they feel are most appropriate;
 - b) to report to the police or to file a Formal Report with the University;
 - c) not to report; or
 - d) to identify ways the University can support their healing.
- 4.3** The University's policies, administrative processes and discipline systems are independent of the civil and criminal justice legal systems. University Community members who are reported to have perpetrated Sexual and Gender-Based Violence may be subject to the University's administrative processes and discipline systems in addition to the civil or criminal legal system.
- 4.4** This policy will be reviewed at least every three (3) years.

Consent

- 4.5** The University is committed to providing education on Consent and its relationship to Sexual and Gender-Based Violence.
- 4.6** Consent is the ongoing voluntary agreement of an individual(s) to engage in the sexual activity in question. More specifically, Consent:
- a) is not silence or the absence of "no";
 - b) cannot be assumed or implied;
 - c) cannot be given by an individual incapacitated by alcohol, drugs or some other reason, or who is unconscious, under the age of consent or otherwise incapable of providing consent;
 - d) can be revoked at any time, whatever other sexual activities have taken place;
 - e) cannot be obtained through an abuse of power, threats, intimidations, coercion or other pressure tactics;
 - f) cannot be obtained through manipulation or misrepresentation; and
 - g) cannot be obtained if an individual abuses a position of trust or authority.
- 4.7** In Canada, the Criminal Code sets the age of consent to sexual activity at 16 years, with some exceptions. By law, an individual under the age of 18 cannot consent where there is a relationship of trust, authority, or dependency such as an instructor, coach, tutor, or mentor.
- 4.8** All sexual acts without Consent constitute Sexual Assault and are a violation of this Policy.

Sexual Assault

- 4.9** Sexual Assault:
- a) is a criminal offence under the Criminal Code of Canada;
 - b) includes a range of non-consensual sexual activities including oral contact (mouth to mouth, mouth to body part), groping, touching, oral sex, vaginal or anal penetration, and/or penetration with any object or body part;
 - c) can be committed by a spouse, intimate or dating partner, a friend or acquaintance, a known individual in a position of trust or authority, including a spiritual or faith leader, a coach or a mentor, or a complete stranger;
 - d) can occur regardless of sex, sexual orientation, gender, gender identity, gender expression, or relationship status;

- e) occurs when an individual(s) engages in sexual activity with another individual(s) they know, or reasonably ought to have known, is incapacitated (e.g. by drugs or alcohol, unconsciousness, blackout, or as a result of a disability).

Confidentiality

- 4.10** Appropriate procedures for responding to a Formal Report will be followed to minimise the risk of re-traumatizing individuals and ensure due process. All reasonable efforts will be made to avoid breaching the privacy of anyone who reports or is involved in a Disclosure or Formal Report. Confidentiality cannot be assured if:
- 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) there is reason to believe that other University Community members or the broader community may be at risk of harm;
 - d) reporting or action is required by law; or
 - e) evidence of the reported Sexual and Gender-Based Violence is available in the public realm.
- 4.11** Where the University becomes aware of allegations of Sexual and Gender-Based Violence by a University Community member or against a University Community member, the University will take all reasonable steps to mitigate risks to the health and safety of the University Community and to meet any applicable legal obligations. This may involve the Threat Assessment Committee or Student at Risk Team, where appropriate. As part of this effort, the University may impose Interim Measures, including:
- a) separation of the academic, living or workplace situations of any individuals involved in the Formal Report or Disclosure;
 - b) academic accommodations; or
 - c) no-contact orders issued by the University.
- 4.12** The University will inform Victim/Survivors, Complainants, and Respondents, and everyone interviewed as part of an investigation into a Formal Report, about the processes in place to safeguard confidentiality and the limits of confidentiality.
- 4.13** Subject to 4.11, the names of any individuals involved in a Disclosure or Formal Report will not be disclosed by the University to any person except where disclosure is necessary for the purposes of determining Interim Measures or of resolving the Formal Report and taking any related disciplinary measures.
- 4.14** A Complainant will ordinarily be informed of the following steps in resolving a Formal Report:
- a) whether any Interim Measures have been, or will be implemented;
 - b) whether the Formal Report will be investigated, or otherwise addressed by the University;
 - c) a summary of allegations to be investigated;
 - d) the availability of a supported conversation (as described at 4.32-4.37), and proposed terms for that conversation;
 - e) the name of the individual assigned to facilitate a supported conversation;
 - f) the name of any investigator assigned;
 - g) when any investigation begins;
 - h) updates on the progress of an investigation as appropriate;

- i) whether the investigator found that the allegations were substantiated or unsubstantiated; and
 - j) any corrective actions taken. This does not include disciplinary actions or sanctions.
- 4.15** If a Formal Report will be investigated by the Appropriate Office, a Respondent will ordinarily be informed of the information in 4.14 (other than the information about a supported conversation) as well as any disciplinary action or sanctions imposed following any investigation. The Respondent will be informed about a supported conversation if the Complainant is interested in pursuing that option to resolve a Formal Report.
- 4.16** The University will report to the Board of Governors on the number of Formal Reports. This data will not include any personal information that may identify a University Community member.
- 4.17** Records pertaining to the administration of this policy are the property of the University and will be retained in accordance with University document retention rules.

Disclosing and Responding to Sexual and Gender-Based Violence

- 4.18** Members of the University Community with concerns about an incident of Sexual and Gender-Based Violence are encouraged to contact the SVRO. The SVRO provides confidential support and care for any University Community member impacted by Sexual and Gender-Based Violence. The SVRO can assist individuals in accessing supports and in understanding available reporting options. The SVRO will not support both a Complainant and Respondent who are involved in the same Formal Report and will refer University Community members to alternate supports if they are not able to provide support.
- 4.19** Sexual and Gender-Based Violence response supports are available to any University Community member. Supports are available no matter when or where the individual experienced or witnessed Sexual and Gender-Based Violence, or who may be responsible for the harm.

Supports available through the University include:

- a) trauma-informed Sexual and Gender-Based Violence response through the SVRO;
- b) physical health services including sexually transmitted infection and pregnancy testing at Student Wellness Services are available to all members of the University Community on a drop-in basis;
- c) mental health and wellness supports. Students may access supports through Student Wellness Services. Employees, Postdoctoral Scholars, and Academic Staff Members can access supports including mental health consultations, counselling, assistance in locating emergency child/elder care, and legal consultations through Staff Wellness and the University's Employee and Family Assistance Program;
- d) safety planning through the SVRO and Campus Security;
- e) facilitation of safe living arrangements for Students living in residence; and
- f) workplace and academic accommodations or adjustments.

- 4.20** Any individual impacted by Sexual and Gender-Based Violence who is represented by a union or an association, has the right to seek the assistance of that union or association.
- 4.21** Members of the University Community who receive a Disclosure should provide information on resources available to the individual including information about the (SVRO).
- 4.22** The SVRO is available for any member of the University Community with concerns about Sexual and Gender-Based Violence, and for anyone who is seeking information about options for making a Disclosure or Formal Report.
- 4.23** Victim/Survivors who make a Disclosure or Formal Report will not be held responsible for any violation of the University's Alcohol Policy or Cannabis Policy related to the incident in the Disclosure or Formal Report.
- 4.24** The following supports at the University are available to a Student, Academic Staff Member, Postdoctoral Scholar, or Employee, who is a Respondent in a Formal Report:
 - a) Student Wellness Services or the Student Ombuds if they are a Student;
 - b) Staff Wellness and the Employee Family Assistance Program if they are an Employee, Postdoctoral Scholar, or Academic Staff Member;
 - c) Student Legal Assistance (SLA) for those who qualify, if it has capacity. If SLA is not able to assist they may suggest alternate options; and
 - d) any applicable union or association.

Formal Reports

- 4.25** A Disclosure is not a Formal Report and will not trigger an investigation unless the University becomes aware of a risk to other members of the University Community or the conduct otherwise requires an investigation under applicable law.
- 4.26** Victim/Survivors have options for filing a Formal Report or criminal complaint. Victim/Survivors are not required to file a Formal Report or a criminal complaint. Reporting options include:
 - a) Criminal Reporting Option: individuals may report independently through the criminal justice system by contacting the Calgary Police Service or, if known, the law enforcement agency in the jurisdiction where the incident occurred. If an individual would like the support of the University in making a report with the appropriate law enforcement agency, the SVRO and Campus Security can facilitate making the report.
 - b) Non-Criminal, On-Campus Formal Reports should be made to the Appropriate Office. If warranted, the Appropriate Office, Threat Assessment Committee, or Student at Risk Team may impose Interim Measures that infringe on the Respondent's access to the University.
- 4.27** All members of the SVRO, Appropriate Offices, Threat Assessment Committee, and Student at Risk Team will complete and regularly update Sexual Violence support and sensitivity training.
- 4.28** There is no time limit for making a Formal Report; however, the University encourages individuals to make a Formal Report as soon as they are able to do so,

recognizing that resolution may be more challenging the longer the period of time between an incident and a Formal Report.

- 4.29** This policy does not preclude individuals from filing a complaint in other venues such as under the grievance process of an applicable Collective Agreement or filing a complaint of harassment or discrimination with an appropriate tribunal, or in a court of law. Such other venues or processes may impose time limits for filing a complaint.
- 4.30** A Victim/Survivor may file a Formal Report anonymously. If the Victim/Survivor consents a third-party may file a Formal Report on the Victim/Survivor's behalf. The Complainant should be aware that this may limit the ability of the University to respond and investigate.
- 4.31** If a Respondent is subject to both an external complaint and a Formal Report, the University may consult with the relevant law enforcement agency or administrative body before determining whether or when to proceed with the Formal Report.
- 4.32** A Complainant has the right to withdraw a Formal Report at any stage of the process. However, the University may have a duty to act on the issue identified in the Formal Report in order to comply with its obligations under this policy or its legal obligations. Interim Measures that do not materially interfere with the Respondent's access to the University may be maintained after a Formal Report is withdrawn.
- 4.33** The Appropriate Office will determine whether the University has jurisdiction to investigate a Formal Report, whether there is enough information to proceed with an investigation, and whether there is a legal obligation to investigate and report corrective actions. The Appropriate Office will also consider whether any other University Policy or available alternate procedure should be considered.

Resolution Through Supported Conversations

- 4.34** If the Appropriate Office, the Complainant and the Respondent agree, a Formal Report may be addressed through a supported conversation rather than an investigation or disciplinary process. Supported conversations are mediated discussions with the goal of developing mutual understanding of the incident(s) and mutually agreeable resolution of the Formal Report.
- 4.35** In all cases, supported conversations will be managed to create a safe environment for sensitive discussions.
- 4.36** If the University has jurisdiction, enough information, and is not obligated to investigate and report, the Complainant may discuss the option of a supported conversation with the Appropriate Office, or the SVRO.
- 4.37** If the Complainant chooses to proceed with a supported conversation the Appropriate Office or the SVRO will contact the Respondent. If the Respondent agrees to proceed with a supported conversation, the Appropriate Office will arrange for a trained, trauma-informed facilitator to support conversations between the Complainant and Respondent to facilitate healing and resolution.
- 4.38** A supported conversation is an alternate pathway; the University will not investigate Formal Reports that have formed the basis of a supported conversation.

- 4.39** If there is no agreement on proceeding with a supported conversation, the Complainant will indicate whether they wish for investigation of the Formal Report to proceed.

Investigation of Formal Reports

- 4.40** If the Complainant wishes to proceed, the Appropriate Office will appoint a trained, trauma-informed investigator, in accordance with the relevant University Procedure.
- 4.41** If a Respondent ceases to be a member of the University Community after receiving notice of an investigation, the Appropriate Office will conduct the investigation based on the information it is able to collect.
- 4.42** The investigation of Formal Reports must appropriately protect the rights of both the Complainant and the Respondent. An investigation of a Formal Report will usually include:
- a) interview(s) with the Complainant;
 - b) interview(s) with the Respondent;
 - c) interview(s) with witnesses and potential witnesses;
 - d) collection and review of evidence; and
 - e) findings of fact made on the balance of probabilities.
- 4.43** Upon completion of the investigation, the investigator will prepare a report based on the interviews, statements, and other evidence collected. If an allegation is substantiated, the report will document the impact of the Sexual and Gender-Based Violence or Reprisal on the Victim/Survivor. The Appropriate Office will receive the investigator's report and send it to the individual(s) responsible for disciplinary processes under the relevant University policies and Collective Agreements. The table below identifies who will receive the investigative report and determine appropriate disciplinary measures if an allegation is substantiated:

Member of the University Community (Respondent)	Recipient of Investigative Report
Student	Student Conduct Office
Academic Staff Member, Employee, Postdoctoral Scholar, Appointee	Senior Leadership Team Member for the faculty or department
Senior Leadership Team Member	Executive Leadership Team Member to whom they report.
Executive Leadership Team Member	The President and Vice-Chancellor
President and Vice-Chancellor	Chair of the University's Board of Governors
Contractors, Volunteers	Senior Leadership Team Member for the unit, faculty, or department who engaged the Respondent

Unsubstantiated Formal Reports

- 4.44** If a Complainant, in good faith, makes a Formal Report and the investigator determines that the allegations in the Formal Report are not substantiated, no record of the Formal Report or the investigator's report will be placed in the Complainant's or Respondent's student or human resource file; however the University will retain a record in compliance with the University's legal obligations.

Sanctions and Reprisals

- 4.45** An individual who is found to have breached this policy may be subject to disciplinary action up to and including termination of employment, expulsion from the University or termination of any other relationship they have with the University. Disciplinary action will be taken in accordance with the provisions of any applicable Collective Agreement. If the Respondent is a Student, the Student Conduct Office will receive the investigator's report and decide whether to invite the Respondent to a hearing to address the appropriate sanction. The Hearing Board will not include a Student, and will consist of individuals trained in trauma-informed adjudication who have not previously been involved in the incident in question
- 4.46** An individual who is found to have acted in Reprisal may be subject to disciplinary action up to and including termination of employment, expulsion from the University or termination of any other relationship they have with the University. Disciplinary action will be taken in accordance with the provisions of any applicable Collective Agreement.
- 4.47** An individual who believes they may be the subject of Reprisal may notify the SVRO or the Appropriate Office. If the individual wishes to proceed with a Formal Report relating to the Reprisal the Appropriate Office will investigate in accordance with the relevant University Procedure.

5 Responsibilities

5.3

All members of the University Community will:

- a) make themselves aware of this policy and their responsibilities under the policy;
- b) if an individual approaches them with concerns about Sexual and Gender-Based Violence, encourage the individual to consult the SVRO and other supports or resources that may be available to them.

5.4

The SVRO will:

- a) provide support including confidential consultation and assistance in accessing resources both on and off campus for any member of the University Community who is seeking support in relation to Sexual and Gender-Based Violence;
- b) discuss options for resolution with Complainants; and
- c) assist in the creation of educational resources and training initiatives.

5.5

Campus Security will:

- a) respond to any calls they receive related to Sexual and Gender-Based Violence and refer individuals to the SVRO or to other resources both on or off campus available to them; and
- b) provide supports such as safety planning, and, if requested, assistance in connecting with the appropriate police personnel for those individuals who choose to report to police.

6 Related Policies

[Harassment Policy](#)
[Student Non-Academic Misconduct Policy](#)
[Student at Risk Policy](#)
[Code of Conduct](#)
[Workplace Violence Policy](#)
[Graduate Student Supervision Policy](#)

- 7 Related Procedures**
- [Student Non-Academic Misconduct Procedure](#)
 - [Workplace Investigation Procedure](#)
 - [Protected Disclosure, Procedure for](#)
- 8 Related Information**
- <https://www.ucalgary.ca/sexual-violence-support>
 - [List of External Resources](#)
 - [Support at a Glance – visual desktop guide to supports](#)
 - [University Facilities and Field Station Maps](#)
 - [Courage to Act Summary of Recent Statistics Canada reports on Gender-Based Violence and Public Safety](#)
- 9 History**
- | | |
|------------------|---|
| May 26, 2017 | Approved. |
| June 1, 2017 | Effective. |
| March 8, 2018 | Editorial Revision. |
| June 19, 2020 | Revised. |
| December 1, 2020 | Editorial Revision. Updated links. |
| March 26, 2021 | Revised. Also note this policy has been renamed to Sexual and Gender-Based Violence Policy from Sexual Violence Policy. |



Sexual and Gender-Based Violence Policy

Classification Health, Safety and Environment	Table of Contents 1 Purpose 1 2 Scope 2 3 Definitions 2 4 Policy Statement 5 5 Responsibilities 12 6 Related Policies 13 7 Related Procedures 13 8 Related Information 13 9 History 13
Approval Authority Board of Governors	
Implementation Authority President	
Effective Date June 1, 2017	
Last Revision March 26, 2021	

Any member of the University Community impacted by Sexual and Gender-Based Violence may contact the Sexual Violence Response Office for support.

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1 Purpose

The University is striving to create an equitable, inclusive environment shaped by a culture of respect. This includes efforts to provide an appropriate response to Sexual and Gender-Based Violence.

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In a diverse university community like the University of Calgary, any response will need to reflect an intersectional lens, and assess if Sexual and Gender-Based Violence are compounded by other potential vulnerabilities, including sexual orientation, gender identity, gender expression, indigeneity, race/ethnicity, religion, disability, or age.

Sexual and Gender-Based Violence will not be experienced by everyone in the same way, and each case will need to be assessed for differential impacts. Sexual and Gender-Based Violence is rooted in rape culture and may engage experiences of systemic oppression, including colonialism, racism, sexism, homophobia, transphobia, or ableism.

The University recognizes that some relationships within the University Community are characterized by power imbalances which may have a significant impact on an individual's experience of Sexual and Gender-Based Violence.

The purpose of this policy is to:

- a) affirm the University's commitment to addressing Sexual and Gender-Based Violence;
- b) commit to providing supports to individuals affected by Sexual and Gender-Based Violence, ~~fostering~~;
- c) foster and ~~promoting~~promote a culture of consent, ~~and~~;

b)d) enable appropriate handling of Disclosures and Formal Reports related to Sexual and Gender-Based Violence; and
 e)e) outline the processes by which the University will respond to Disclosures and Formal Reports.

2 Scope

This policy applies to all members of the University Community.

This policy operates alongside other applicable University policies and procedures. Where there is a conflict or inconsistency between the provisions of this policy and another University policy or procedure, this policy governs to the extent necessary to resolve the conflict or inconsistency. However, this policy does not replace or supersede the provisions of any Collective Agreement. Consequently, if there is a conflict between the provisions of this policy and a Collective Agreement, the Collective Agreement governs to the extent necessary to resolve the conflict.

This policy should be read and interpreted in concert with the University's related policies on harassment, workplace violence, ~~and~~ occupational health and safety, student conduct, protected disclosures.

This policy applies to actions, interactions and behaviours of members of the University Community that take place:

- a) in or on University Facilities; or
- b) off University Facilities where a member of the University Community is involved in the business of the University or activities related to the University, or is representing the University; or
- c) off University Facilities, including through social media, online communication platforms, remote work applications, or other online means, where such actions, interactions or behaviour have a negative impact on a member of the University Community such that it materially interferes with their University learning, working or living environment.

3 Definitions

In this policy:

- a) "Academic Staff Member" means an individual who is engaged to work for the University and is identified as an academic staff member under Article 1 of the applicable Collective Agreement.
- b) "Appointee" means an individual who is engaged to work for the University, or whose work is affiliated with the University, through a letter of appointment, including adjunct faculty, clinical appointments, and visiting researchers and scholars.
- c) "Appropriate Office" means the office, identified in the table below that is responsible for the procedure that would be followed if a Formal Report were investigated.

Member of the University Community (Respondent)	Office	Procedure
Student	Student Conduct	Student Non-Academic Misconduct Procedure
Employee	AVP Human Resources	Workplace Investigation Procedure

Academic Staff Member, Appointee, Contractor, Postdoctoral Scholar, <u>Volunteer</u> , Senior Leadership Team Member excepting Executive Leadership Team Members.	Protected Disclosure and Research Integrity	Protected Disclosure, Procedure for
Executive Leadership Team Member (excepting the President and Vice-Chancellor)	President and Vice-Chancellor	Protected Disclosure, Procedure for
President and Vice-Chancellor	Chair of the Board of Governors	Protected Disclosure, Procedure for

- d) "Collective Agreement" means any collective agreement between the Governors of the University of Calgary and (i) the Faculty Association of the University of Calgary, (ii) the Alberta Union of Public Employees, (iii) the Graduate Students' Association, (iv) the Postdoctoral Association of the University of Calgary, or (v) any other association or union representing Employees, in each case, in effect at the relevant time.
- e) "Complainant" means the individual who has made a Formal Report under this policy.
- f) "Consent" means the ongoing voluntary agreement of an individual to engage in the sexual activity in question, as more fully described in 4.5-4.8.
- g) "Contractor" means an individual or a sole proprietorship, or an individual acting on behalf of any other legal entity, who agrees to furnish materials to, or perform services for, the University for consideration.
- h) "Disclosure" means when an individual shares information about a personal experience of Sexual and Gender-Based Violence ~~with an Academic Staff Member, Appointee, Employee, Postdoctoral Scholar or Student.~~
- i) "Employee" means an individual, other than an Academic Staff Member, Appointee or Postdoctoral Scholar, who is engaged to work for the University under an employment contract.
- j) "Executive Leadership Team" means the executive leadership team at the University, which is comprised of the President, Vice-Presidents, and General Counsel.
- k) "Field Stations" means any of the following University Facilities:
- i. Rothney Astrophysical Observatory;
 - ii. Barrier Lake Research Station;
 - iii. R.B. Miller Research Station; and
 - iv. Kluane Lake Research Station.
- l) "Formal Report" means a complaint to the University by an individual who is seeking recourse for a violation of this policy.
- m) "Gender-Based Violence" means any violence, physical or psychological, that is committed, threatened or attempted against an individual without the individual's consent by targeting gender, gender identity, or gender expression.
- n) "Interim Measures" means temporary restrictions or adjustments implemented in an effort to maintain a positive, productive, and respectful learning, working, and living environment on University Facilities, pending the resolution of a Formal Report, police

investigation, or other process. Interim Measures may also be implemented to support a Victim-Survivor who is considering whether to proceed with a formal process or who has decided not to proceed with a formal process. Interim Measures may include protecting the Victim/Survivor from interaction, whether face-to-face, or through University controlled email or virtual meeting, with the person reported to have caused harm.

- o) “Intersectional Lens” means an approach that seeks to understand and recognize the specific barriers individuals may face or have faced and considers ways multiple barriers may overlap to create a unique experience for that individual.
- p) “Postdoctoral Scholar” means an individual who has completed a doctoral degree and is carrying out research at the University under the direction or mentorship of a supervising Academic Staff Member.
- q) “Reprisal” means a Retaliatory Measure taken against an individual because they have sought advice about making a Disclosure or Formal Report; made a Disclosure or Formal Report in good faith; appointed an investigator for, investigated, or co-operated in an investigation of, a Formal Report; or declined to participate in behavior that would breach this policy.
- r) “Respondent” means the member of the University Community identified in a Formal Report to have violated this policy.
- s) “Retaliatory Measure” means any act intending to adversely affect an individual.
- t) “Senior Leadership Team” refers to the individuals who, at the relevant time, are designated as members of the University’s Senior Leadership Team.
- u) “Sexual and Gender-Based Violence” means any violence, physical or psychological, that is committed, threatened or attempted against another individual without the individual’s consent by targeting an individual because of their sex, gender identity, gender expression, or sexual orientation. This includes Gender-Based Violence, Sexual Assault, Sexual Harassment, stealthing, indecent exposure, voyeurism, creating, acquiring, or distributing degrading sexual imagery, the acquisition or distribution of a sexual image or video of a University Community member without their consent, and stalking that targets an individual based on their sex, gender identity, gender expression or sexual orientation. It can include a single incident or a pattern of behaviour whether in person, online, or via other means.
- v) “Sexual Assault” means any type of unwanted sexual act done by one individual to another that violates the sexual integrity of the individual as more fully described in 4.10.
- w) “Sexual Harassment” means one or more unwanted or demeaning remarks, behaviours or communications of a sexual nature and/or unwanted or demeaning remarks, behaviours or communications based on sex, gender identity, gender expression, or sexual orientation, where the individual responsible for the remarks, behaviours or communications knows or ought reasonably to know that these are unwanted or demeaning.
- x) “Sexual Violence Response Office (SVRO)” means the University office which provides support to any University Community member who may have been impacted by Sexual

and Gender-Based Violence and provides expert advice to members of the University Community who receive Disclosures and Formal Reports.

- y) "Student" means an individual registered in a University course or program of study at the time the incident of Sexual and Gender-Based Violence is said to have occurred.
- z) "Student at Risk Team" means a multi-disciplinary resource team comprised of University staff members representing Student Wellness, Campus Security (as required), Student Services, Residence Services and ad hoc committee members that coordinates intervention and support in response to At-Risk Behaviour (as defined in the Student-at-Risk Policy).
- aa) "Student Legal Assistance (SLA)" means the on-campus law clinic staffed by Students.
- bb) "Student Ombuds" means the Employee who has the title Student Ombuds and provides a safe place for Students to confidentially discuss Student related issues, academic and non-academic concerns, and other matters.
- cc) "Threat Assessment Committee" means a multi-disciplinary resource team comprised of University staff members representing Campus Security, Human Resources, Student Services, Student Wellness and Staff Wellness, and ad hoc committee members, that responds to reports of actual or potential workplace violence as provided for in the Workplace Violence Policy
- dd) "University" means University of Calgary.
- ee) "University Community" means all Academic Staff Members, Appointees, Employees, Postdoctoral Scholars, Students, Contractors and Volunteers.
- ff) "University Facilities" means all buildings and grounds, including athletic and recreational fields and Field Stations, owned, leased or operated by the University, except for property managed by University District Trust or University Innovation Quarter Trust.
- gg) "Victim-/Survivor" means, an individual who has experienced Sexual and Gender-Based Violence. Not all people who have experienced Sexual and Gender-Based Violence identify with either term. Individuals can choose whether to be referred to as the victim, the survivor, the Victim-/Survivor, or by name in any Disclosure. Individuals who have made a Formal Report will be referred to as Complainants.
- hh) "Volunteer" means an individual who, on a voluntary basis, provides a service or materials to the University.

4 Policy Statement

General

- 4.1 All members of the University Community have the right to learn, work, and live in an environment where they are free from harassment, discrimination and violence, including Sexual and Gender-Based Violence. The University:
- a) will promote a culture of respect so that those who make a Disclosure or Formal Report are treated respectfully;
 - b) has investigation processes that protect the rights of all individuals;
 - c) will provide training to Academic Staff Members, Appointees, Employees, Postdoctoral Scholars and Students on how to respond to a Disclosure; and

- d) will implement awareness, education and risk management programs to address the prevention of Sexual and Gender-Based Violence.

4.2 The University respects the rights of Victim-/Survivors to choose:

- a) the services and supports they feel are most appropriate, ~~and to decide whether~~
- b) to report to the police or to file a Formal Report with the University. ~~This includes respecting Victim-Survivors' rights;~~
- c) not to report; ~~or~~
- 4.2d) to identify ways the University can support their healing.**

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4.3 The University's policies, administrative processes and discipline systems are independent of the civil and criminal justice legal systems. University Community members who are reported to have perpetrated Sexual and Gender-Based Violence may be subject to the University's administrative processes and discipline systems in addition to the civil or criminal legal system.

4.4 This policy will be reviewed at least every three (3) years.

Consent

4.5 The University is committed to providing education on Consent and its relationship to Sexual and Gender-Based Violence.

4.6 Consent is the ongoing voluntary agreement of an individual(s) to engage in the sexual activity in question. More specifically, Consent:

- a) is not silence or the absence of "no";
- b) cannot be assumed or implied;
- c) cannot be given by an individual incapacitated by alcohol, drugs or some other reason, or who is unconscious, under the age of consent or otherwise incapable of providing consent;
- d) can be revoked at any time, whatever other sexual activities have taken place;
- e) cannot be obtained through an abuse of power, threats, intimidations, coercion or other pressure tactics;
- f) cannot be obtained through manipulation or misrepresentation; and
- g) cannot be obtained if an individual abuses a position of trust or authority.

4.7 In Canada, the Criminal Code sets the age of consent to sexual activity at 16 years, with some exceptions. By law, an individual under the age of 18 cannot consent where there is a relationship of trust, authority, or dependency such as an instructor, coach, tutor, or mentor.

4.8 All sexual acts without Consent constitute Sexual Assault and are a violation of this Policy.

Sexual Assault

4.9 Sexual Assault:

- a) is a criminal offence under the Criminal Code of Canada;
- b) includes a range of non-consensual sexual activities including oral contact (mouth to mouth, mouth to body part), groping, touching, oral sex, vaginal or anal penetration, and/or penetration with any object or body part;

- c) can be committed by a spouse, intimate or dating partner, a friend or acquaintance, a known individual in a position of trust or authority, including a spiritual or faith leader, a coach or a mentor, or a complete stranger;
- d) can occur regardless of sex, sexual orientation, gender, gender identity, gender expression, or relationship status;
- e) occurs when an individual(s) engages in sexual activity with another individual(s) they know, or reasonably ought to have known, is incapacitated (e.g. by drugs or alcohol, unconsciousness, blackout, or as a result of a disability).

Confidentiality

- 4.10** Appropriate procedures for responding to a Formal Report will be followed to minimise the risk of re-traumatizing individuals and ensure due process. All reasonable efforts will be made to avoid breaching the privacy of anyone who reports or is involved in a Disclosure or Formal Report. Confidentiality cannot be assured if:
- 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) there is reason to believe that other University Community members or the broader community may be at risk of harm;
 - d) reporting or action is required by law; or
 - e) evidence of the reported Sexual and Gender-Based Violence is available in the public realm.
- 4.11** Where the University becomes aware of allegations of Sexual and Gender-Based Violence by a University Community member or against a University Community member, the University will take all reasonable steps to mitigate risks to the health and safety of the University Community and to meet any applicable legal obligations. This may involve the Threat Assessment Committee or Student at Risk Team, where appropriate. As part of this effort, the University may impose Interim Measures, including:
- a) separation of the academic, living or workplace situations of any individuals involved in the Formal Report or Disclosure;
 - b) academic accommodations; or
 - c) no-contact orders issued by the University.
- 4.12** The University will inform Victim-/Survivors, Complainants, and Respondents, and everyone interviewed as part of an investigation into a Formal Report, about the processes in place to safeguard confidentiality and the limits of confidentiality.
- 4.13** Subject to 4.11, the names of any individuals involved in a Disclosure or Formal Report will not be disclosed by the University to any person except where disclosure is necessary for the purposes of determining Interim Measures or of resolving the Formal Report and taking any related disciplinary measures.
- 4.14** A Complainant will ordinarily be informed of the following steps in resolving a Formal Report:
- a) whether any Interim Measures have been, or will be implemented;
 - b) whether the Formal Report will be investigated, or otherwise addressed by the University;
 - c) a summary of allegations to be investigated;

- d) the availability of a supported conversation (as described at 4.32-4.37), and proposed terms for that conversation;
 - e) the name of the individual assigned to facilitate a supported conversation;
 - f) the name of any investigator assigned;
 - g) when any investigation begins;
 - h) updates on the progress of an investigation as appropriate;
 - i) whether the investigator found that the allegations were substantiated or unsubstantiated; and
 - j) any corrective actions taken. This does not include disciplinary actions or sanctions.
- 4.15** If a Formal Report will be investigated by the Appropriate Office, a Respondent will ordinarily be informed of the information in 4.14 (other than the information about a supported conversation) as well as any disciplinary action or sanctions imposed following any investigation. The Respondent will be informed about a supported conversation if the Complainant is interested in pursuing that option to resolve a Formal Report.
- 4.16** The University will report to the Board of Governors on the number of Formal Reports. This data will not include any personal information that may identify a University Community member.
- 4.17** Records pertaining to the administration of this policy are the property of the University and will be retained in accordance with University document retention rules.

Disclosing and Responding to Sexual and Gender-Based Violence

- 4.18** Members of the University Community with concerns about an incident of Sexual and Gender-Based Violence are encouraged to contact the SVRO. The SVRO provides confidential support and care for any University Community member impacted by Sexual and Gender-Based Violence. The SVRO can assist individuals in accessing supports and in understanding available reporting options. The SVRO will not support both a Complainant and Respondent who are involved in the same Formal Report and will refer University Community members to alternate supports if they are not able to provide support.
- 4.19** Sexual and Gender-Based Violence response supports are available to any University Community member. Supports are available no matter when or where the individual experienced or witnessed Sexual and Gender-Based Violence, or who may be responsible for the harm.

Supports available through the University include:

- a) trauma-informed Sexual and Gender-Based Violence response through the SVRO;
- b) physical health services including sexually transmitted infection and pregnancy testing at Student Wellness Services are available to all members of the University Community on a walkdrop-in basis;
- c) mental health and wellness supports. Students may access supports through Student Wellness Services. Employees, Postdoctoral Scholars, and Academic Staff Members can access supports including mental health consultations, counselling, assistance in locating emergency child/elder care, and legal

consultations through Staff Wellness and the University's Employee and Family Assistance Program;

- d) safety planning through the SVRO and Campus Security;
- e) facilitation of safe living arrangements for Students living in residence; and
- f) workplace and academic accommodations or adjustments.

- 4.20** Any individual impacted by Sexual and Gender-Based Violence who is represented by a union or an association, has the right to seek the assistance of that union or association.
- 4.21** Members of the University Community who receive a Disclosure should provide information on resources available to the individual including information about the (SVRO).
- 4.22** The SVRO is available for any member of the University Community with concerns about Sexual and Gender-Based Violence, and for anyone who is seeking information about options for making a Disclosure or Formal Report.
- 4.23** ~~The priority in responding to Victim/Survivors who make a Disclosure or Formal Report will not be providing support and ensuring an appropriate process held responsible for those affected. Concerns about potential violations any violation of the University's alcohol, cannabis, smoking, Alcohol Policy or student non-academic misconduct policies, or residence services community standards, should not prevent reporting or disclosure of an Cannabis Policy related to the incident of Sexual and Gender-Based Violence in the Disclosure or Formal Report.~~
- 4.24** The following supports at the University are available to a Student, Academic Staff Member, Postdoctoral Scholar, or Employee, who is a Respondent in a Formal Report:
- a) Student Wellness Services or the Student Ombuds if they are a Student;
 - b) Staff Wellness and the Employee Family Assistance Program if they are an Employee, Postdoctoral Scholar, or Academic Staff Member;
 - c) Student Legal Assistance (SLA) for those who qualify, if it has capacity. If SLA is not able to assist they may suggest alternate options; and
 - d) any applicable union or association.

Formal Reports

- 4.25** A Disclosure is not a Formal Report and will not trigger an investigation unless the University becomes aware of a risk to other members of the University Community or the conduct otherwise requires an investigation under applicable law.
- 4.26** Victim-/Survivors have options for filing a Formal Report or criminal complaint. Victim-/Survivors are not required to file a Formal Report or a criminal complaint. Reporting options include:
- a) Criminal Reporting Option: individuals may report independently through the criminal justice system by contacting the Calgary Police Service or, if known, the law enforcement agency in the jurisdiction where the incident occurred. If an individual would like the support of the University in making a report with the appropriate law enforcement agency, the SVRO and Campus Security can facilitate making the report.

- b) Non-Criminal, On-Campus Formal Reports should be made to the Appropriate Office. If warranted, the Appropriate Office, Threat Assessment Committee, or Student at Risk Team may impose Interim Measures that infringe on the Respondent's access to the University.

4.27 All members of the SVRO, Appropriate Offices, Threat Assessment Committee, and Student at Risk Team will complete and regularly update Sexual Violence support and sensitivity training.

4.274.28 There is no time limit for making a Formal Report; however, the University encourages individuals to make a Formal Report as soon as they are able to do so, recognizing that resolution may be more challenging the longer the period of time between an incident and a Formal Report.

4.284.29 This policy does not preclude individuals from filing a complaint in other venues such as under the grievance process of an applicable Collective Agreement or filing a complaint of harassment or discrimination with an appropriate tribunal, or in a court of law. Such other venues or processes may impose time limits for filing a complaint.

4.294.30 ~~Formal Reports may be made anonymously but the~~ A Victim/Survivor may file a Formal Report anonymously. If the Victim/Survivor consents a third-party may file a Formal Report on the Victim/Survivor's behalf. The Complainant should be aware that this may limit the ability of the University to respond and investigate.

4.304.31 If a Respondent is subject to both ~~a criminal~~ an external complaint and a Formal Report, the University may consult with the relevant law enforcement agency or administrative body before determining whether or when to proceed with the Formal Report.

4.314.32 A Complainant has the right to withdraw a Formal Report at any stage of the process. However, the University may have a duty to act on the issue identified in the Formal Report in order to comply with its obligations under this policy or its legal obligations. Interim Measures that do not materially interfere with the Respondent's access to the University may be maintained after a Formal Report is withdrawn.

4.324.33 The Appropriate Office will determine whether the University has jurisdiction to investigate a Formal Report, whether there is enough information to proceed with an investigation, and whether there is a legal obligation to investigate and report corrective actions. The Appropriate Office will also consider whether any other University Policy or available alternate procedure should be considered.

Resolution Through Supported Conversations

4.334.34 If the Appropriate Office, the Complainant and the Respondent agree, a Formal Report may be addressed through a supported conversation rather than an investigation or disciplinary process. Supported conversations are mediated discussions with the goal of developing mutual understanding of the incident(s) and mutually agreeable resolution of the Formal Report.

4.344.35 In all cases, supported conversations will be managed to create a safe environment for sensitive discussions.

4.354.36 If the University has jurisdiction, enough information, and is not obligated to investigate and report, the Complainant may discuss the option of a supported conversation with the Appropriate Office, or the SVRO.

4.364.37 If the Complainant chooses to proceed with a supported conversation the Appropriate Office or the SVRO will contact the Respondent. If the Respondent agrees to proceed with a supported conversation, the Appropriate Office will arrange for a trained, trauma-informed facilitator to support conversations between the Complainant and Respondent to facilitate healing and resolution.

4.374.38 A supported conversation is an alternate pathway; the University will not investigate Formal Reports that have formed the basis of a supported conversation.

4.384.39 If there is no agreement on proceeding with a supported conversation, the Complainant will indicate whether they wish for investigation of the Formal Report to proceed.

Investigation of Formal Reports

4.394.40 If the Complainant wishes to proceed, the Appropriate Office will appoint a trained, trauma-informed investigator, in accordance with the relevant University Procedure.

4.41 If a Respondent ceases to be a member of the University Community after receiving notice of an investigation, the Appropriate Office will conduct the investigation based on the information it is able to collect.

4.404.42 The investigation of Formal Reports must appropriately protect the rights of both the Complainant and the Respondent. An investigation of a Formal Report will usually include:

- a) interview(s) with the Complainant;
- b) interview(s) with the Respondent;
- c) interview(s) with witnesses and potential witnesses;
- d) collection and review of evidence; and
- e) findings of fact made on the balance of probabilities.

4.414.43 Upon completion of the investigation, the investigator will prepare a report based on the interviews, statements, and other evidence collected. If an allegation is substantiated, the report will document the impact of the Sexual and Gender-Based Violence or Reprisal on the Victim-/Survivor. The Appropriate Office will receive the investigator’s report and send it to the individual(s) responsible for disciplinary processes under the relevant University policies and Collective Agreements. The table below identifies who will receive the investigative report and determine appropriate disciplinary measures if an allegation is substantiated:

Member of the University Community (Respondent)	Recipient of Investigative Report
Student	Student Conduct Office
Academic Staff Member, Employee, Postdoctoral Scholar, Appointee	Senior Leadership Team Member for the faculty or department
Senior Leadership Team Member	Executive Leadership Team Member to whom they report.

Executive Leadership Team Member	The President and Vice-Chancellor
President and Vice-Chancellor	Chair of the University's Board of Governors
Contractors, Volunteers	Senior Leadership Team Member for the unit, faculty, or department who engaged the Respondent

Unsubstantiated Formal Reports

4.424.44 If a Complainant, in good faith, makes a Formal Report and the investigator determines that the allegations in the Formal Report are not substantiated, no record of the Formal Report or the investigator's report will be placed in the Complainant's or Respondent's student or human resource file; however the University will retain a record in compliance with the University's legal obligations.

Sanctions and Reprisals

4.434.45 An individual who is found to have breached this policy may be subject to disciplinary action up to and including termination of employment, expulsion from the University or termination of any other relationship they have with the University. Disciplinary action will be taken in accordance with the provisions of any applicable Collective Agreement. If the Respondent is a Student, the Student Conduct Office will receive the investigator's report and decide whether to invite the Respondent to a hearing to address the appropriate sanction. The Hearing Board will not include a Student, and will consist of individuals trained in trauma-informed adjudication who have not previously been involved in the incident in question

4.444.46 An individual who is found to have acted in Reprisal may be subject to disciplinary action up to and including termination of employment, expulsion from the University or termination of any other relationship they have with the University. Disciplinary action will be taken in accordance with the provisions of any applicable Collective Agreement.

4.454.47 An individual who believes they may be the subject of Reprisal may notify the SVRO or the Appropriate Office. If the individual wishes to proceed with a Formal Report relating to the Reprisal the Appropriate Office will investigate in accordance with the relevant University Procedure.

- 5 Responsibilities**
- 5.3** All members of the University Community will:
- make themselves aware of this policy and their responsibilities under the policy;
 - if an individual approaches them with concerns about Sexual and Gender-Based Violence, encourage the individual to consult the SVRO and other supports or resources that may be available to them.
- 5.4** The SVRO will:
- provide support including confidential consultation and assistance in accessing resources both on and off campus for any member of the University Community who is seeking support in relation to Sexual and Gender-Based Violence;
 - discuss options for resolution with Complainants; and
 - assist in the creation of educational resources and training initiatives.
- 5.5** Campus Security will:

- a) respond to any calls they receive related to Sexual and Gender-Based Violence and refer individuals to the SVRO or to other resources both on or off campus available to them; and
- b) provide supports such as safety planning, and, if requested, assistance in connecting with the appropriate police personnel for those individuals who choose to report to police.

6 Related Policies

[Harassment Policy](#)
[Student Non-Academic Misconduct Policy](#)
[Student at Risk Policy](#)
[Code of Conduct](#)
[Workplace Violence Policy](#)
[Graduate Student Supervision Policy](#)

7 Related Procedures

[Student Non-Academic Misconduct Procedure](#)
[Workplace Investigation Procedure](#)
[Protected Disclosure, Procedure for](#)

8 Related Information

<https://www.ucalgary.ca/sexual-violence-support>
[List of External Resources](#)
[Support at a Glance – visual desktop guide to supports](#)
[University Facilities and Field Station Maps](#)
[Courage to Act Summary of Recent Statistics Canada reports on Gender-Based Violence and Public Safety](#)

9 History

May 26, 2017	Approved.
June 1, 2017	Effective.
March 8, 2018	Editorial Revision.
June 19, 2020	Revised.
December 1, 2020	Editorial Revision. Updated links.
March 26, 2021	Revised. Also note this policy has been renamed to Sexual and Gender-Based Violence Policy from Sexual Violence Policy.



**UNIVERSITY OF
CALGARY**

**GENERAL FACULTIES COUNCIL
ACTION BRIEFING NOTE – For Recommendation**

SUBJECT: Revisions to the Partisan Political Activities Policy

MOTION:

That the General Faculties Council (GFC) recommend that the Human Resources and Governance Committee approve the revisions to the Partisan Political Activities Policy, as set out in the document provided to the GFC and as recommended by the GFC Executive Committee.

PROPOSERS:

John Alho, Associate Vice President - Government Relations and Community Engagement
Deborah Book, Legal Counsel, University Legal Services

REQUESTED ACTION

The Drafting Team is asking that the General Faculties Council (GFC) recommend that the Human Resources and Governance Committee approve proposed revisions to the University's Partisan Political Activities Policy.

KEY CONSIDERATIONS/POINTS

Since it was first approved in 2015, the University's Partisan Political Activities Policy has encoded a commitment to maintaining the non-partisan status of the University. The proposed changes ensure that the policy continues to have relevance and be effective in response to some legislative changes.

RISKS

The proposed revisions are minor and not expected to have any budget or process implications. The proposed revisions address changes to legislation to ensure clarity and efficacy.

RESOURCE REQUIREMENTS

The proposed changes will be managed through existing resources.

BACKGROUND

The proposed revisions to the Partisan Political Activities Policy will account for recent changes in legislation and policy and update the policy to reflect experience and perspective gained since it was created in 2015. The revisions are expected to be minor in nature and consistent with the philosophy and approach adopted in the current policy while filling a gap relating to third-party advertisers/supporters of partisan political entities.

ROUTING AND PERSONS CONSULTED

<u>Progress</u>	<u>Body</u>	<u>Date</u>	<u>Approval</u>	<u>Recommendation</u>	<u>Discussion</u>	<u>Information</u>
	General Faculties Council	06/16/2022			X	
	GFC Executive Committee	10/24/2022		X		
X	General Faculties Council	11/03/2022		X		
	Human Resources and Governance Committee	11/28/2022	X			
	Board of Governors	12/09/2022				X

In addition, the following groups have been invited to provide feedback:

- Alberta Union of Provincial Employees (AUPE)
- Deans' Council
- The University of Calgary Faculty Association (TUCFA)
- Management and Professional Staff (MaPS) Executive Committee
- Students' Union (SU)
- Graduate Students' Association (GSA)
- Postdoctoral Association (PDAC)
- Mental Health Lens Review
- Indigenous Lens Review
- Equity, Diversity and Inclusion (EDI) Lens Review

SUPPORTING MATERIALS

Proposed revised Partisan Political Activities Policy and blackline to version presented at GFC in June.

Partisan Political Activities Policy

Classification Governance	Table of Contents 1 Purpose 1 2 Scope 1 3 Definitions 1 4 Policy Statement 2 5 Related Policies 4 6 References..... 4 7 History 4
Approval Authority Board of Governors	
Implementation Authority Associate Vice-President (Government Relations)	
Effective Date December 9, 2022	
Last Revision N/A	

- 1 Purpose** The purpose of this policy is to protect the non-partisan status of the University and to set out the University’s expectations for Academic Staff Member, Appointee, Employee, Postdoctoral Scholar and Student participation in Partisan Political Activity.
- 2 Scope** This policy applies to Partisan Political Activity by Academic Staff Members, Appointees, Employees, Postdoctoral Scholars, and Students of the University.
- This policy is not intended to limit or interfere with academic freedom and does not preclude any member of the University Community from engaging with political parties, their candidates or other political party representatives in conducting research, knowledge mobilization, and teaching, or as private citizens.
- 3 Definitions** In this policy:
- a) “Academic Staff Member” means an individual who is engaged to work for the University and is identified as an academic staff member under Article 1 of the collective agreement between the Faculty Association of the University of Calgary and the Governors of the University of Calgary in effect at the relevant time.
 - b) “Appointee” means an individual who is engaged to work for the University, or whose work is affiliated with the University, through a letter of appointment, including adjunct faculty, clinical appointments, and visiting researchers and scholars. For clarity, Appointee includes Postdoctoral Scholars whose work is affiliated with the University through a letter of appointment.
 - c) “Employee” means an individual, other than an Academic Staff Member, who is engaged to work for the University under an employment contract. For clarity,

Employees include Postdoctoral Scholars who are engaged to work for the University under an employment contract.

- d) "GSA" means the Graduate Students' Association of the University of Calgary.
- e) "Partisan Political Activity" means action that supports or opposes a political party, candidate, or other electoral activities in any jurisdiction, including:
 - i. seeking nomination as or being a candidate for election;
 - ii. volunteering for a political party, candidate, or elected official;
 - iii. soliciting Political Donations or fundraising; and
 - iv. soliciting nomination signatures.

It does not include action, such as knowledge mobilization, research engagement, and teaching, or lobbying on behalf of the University, which may be within an Academic Staff Member's or Employee's scope of employment.

- f) "Political Donations" means the contribution of funds (including cash, cheques, purchase orders, p-cards/credit card purchases, and funding requests made to accounts payable), work time, services provided in kind, gifts (including door prizes and silent auction gifts), or resources to a Partisan Political Activity, a political party, a candidate for elected office, referendum campaign.
- g) "Political Office" means an elected role in government, in any jurisdiction.
- h) "Postdoctoral Scholar" means an individual who has completed a doctoral degree and is carrying out research at the University under the direction or mentorship of a supervising Academic Staff Member.
- i) "Student" means an individual registered in a University course or program of study.
- j) "Student Club" means a registered SU club, or a graduate student group registered with the GSA.
- k) "SU" means The Students' Union, the University of Calgary.
- l) "University" means the University of Calgary.
- m) "University Community" means all Academic Staff Members, Appointees, Employees, Postdoctoral Scholars, and Students.
- n) "University Controlled Digital Channels" means electronic means of communicating operated by the University, including University-branded or operated software tools and applications, digital images and display boards, digital audio and video, digital games, digital advertising, web pages and websites, social media, data and databases, email marketing, and electronic books.
- o) "University Resources" means the tangible and intangible assets of the University, including funds, electronic and IT communications, University Controlled Digital Channels, computers, cellular phones or other communication devices, mail lists, stationery, and any other equipment or resource provided by the University.

4 Policy Statement

- 4.1 The University is a non-partisan organization; the University does not support or endorse any political party, candidate, or referendum question at any level of government.

- 4.2** The University recognizes the right of Students to participate in Partisan Political Activities provided they do not use University Resources to do so.
- 4.3** The University recognises the right of Academic Staff Members, Appointees, and Employees to participate in Partisan Political Activities provided they do not use University Resources to do so, and they continue to fulfil their responsibilities to the University. Academic Staff Members, Appointees, and Employees participating in Partisan Political Activities for academic, research, knowledge mobilization, or teaching purposes, or as private citizens, will not do so in such a manner that a reasonable person would infer that they are representing the position of the University.
- 4.4** Academic Staff Members, Appointees Employees, Students and Student Clubs may use University facilities for Partisan Political Activities provided they comply with the Use of University Facilities for Non-Academic Purposes Policy and the University is not subsidizing the cost of this use.
- 4.5** The University recognizes the right of Student Clubs to engage in Partisan Political Activities provided that:
- a) they do not use University funds to do so;
 - b) they comply with any applicable University, SU or GSA policies, guidelines, or standards; and
 - c) they do not use University Resources to solicit Political Donations or for fundraising.

Political Donations

- 4.6** University Resources cannot be used to make Political Donations.
- 4.7** The University is prohibited from donating to any provincial political party or candidate under the Election Finances and Contributions Disclosure Act (Alberta). The University recognizes its duty as a public entity to ensure the responsible use of public funds (including funds held in trust by the University) and University Resources and to ensure the non-partisan position of the University. Therefore, the University will not donate or contribute funds or University Resources to any Partisan Political Activity or any political party or candidate. This prohibition includes indirectly contributing funds by providing space, providing services in kind, or providing other University Resources at a subsidized cost for Partisan Political Activities.

Third Party Advertisers

- 4.8** University Resources cannot be used to establish an entity that would be required to register as a third-party under the *Election Finances and Contributions Disclosure Act* (Alberta).

Time off for Partisan Political Activity

- 4.9** Academic Staff Members, Appointees, and Employees requesting time off for Partisan Political Activity are required to follow the provisions of any applicable collective agreement or the standard processes for requesting and approving paid or unpaid time off (i.e., vacation request, leave of absence).

Candidates for Election

- 4.10** The University recognizes the right of Academic Staff Members, Appointees, Employees, and Students to seek election to a Political Office provided they do not use University Resources to do so.
- 4.11** Where an Academic Staff Member, Appointee, or Employee seeks election to a Political Office the Academic Staff Member, Appointee, or Employee will disclose their candidacy to the member of the Senior Leadership Team to whom they report to manage any real, potential, or perceived conflicts of interest that may arise from being a candidate in an election.

Elected to Political Office

- 4.12** Academic Staff Members who are elected to Political Office will comply with the relevant sections of the Collective Agreement.
- 4.13** Appointees and Employees who are elected to Political Office will take a leave of absence if one is provided for in the applicable collective agreement or otherwise granted by the University, or resign their position at the University.

Election Signs and Posters

- 4.14** Election signs and posters for partisan political candidates, political parties, or referenda, may be placed on the publicly available bulletin boards inside University buildings. Election signs or posters in other public spaces on campus may be subject to removal.

Application of this Policy

- 4.15** The Office of the General Counsel will provide advice to senior leadership team members concerning the application of this Policy.

- 5 Related Policies**
 - [Code of Conduct](#)
 - [Use of University Facilities for Non-Academic Purposes Policy](#)
- 6 References**
 - [Election Act](#), RSA 2000, c E-1
 - [Election Finances and Contributions Disclosure Act](#), RSA 2000, c E-2
 - [Canada Elections Act](#), SC 2000, c 9
 - [Local Authorities Election Act](#), RSA 2000, c L-21
- 7 History**

June 17, 2015	Approved.
July 1, 2015	Effective.
May 15, 2018	Editorial Revision. Updated “Student” definition.
January 1, 2020	Editorial Revision. Updated format and links.



Partisan Political Activities Policy

<p>Classification Governance</p>	<p>Table of Contents</p> <p>1 Purpose 1</p> <p>2 Scope 1</p> <p>3 Definitions 1</p> <p>4 Policy Statement 3</p> <p>5 Related Policies 5</p> <p>6 References..... 5</p> <p>7 History 5</p>
<p>Approval Authority Board of Governors</p>	
<p>Implementation Authority Associate Vice-President (Government Relations)</p>	
<p>Effective Date December 9, 2022</p>	
<p>Last Revision N/A</p>	

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- 2 Scope** This policy applies to Partisan Political Activity by Academic Staff Members, Appointees, Employees, Postdoctoral Scholars, and Students of the University.
- This policy is not intended to limit or interfere with academic freedom and does not preclude any member of the University Community from engaging with political parties, their candidates or other political party representatives in conducting research, knowledge mobilization, and teaching, or as private citizens.
- 3 Definitions** In this policy:
- a) “Academic Staff Member” means an individual who is engaged to work for the University and is identified as an academic staff member under Article 1 of the collective agreement between the Faculty Association of the University of Calgary and the Governors of the University of Calgary in effect at the relevant time.
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 - c) “Employee” means an individual, other than an Academic Staff Member, who is engaged to work for the University under an employment contract. For clarity,

Employees include Postdoctoral Scholars who are engaged to work for the University under an employment contract.

- d) "GSA" means the Graduate Students' Association of the University of Calgary.
- e) "Partisan Political Activity" means action that supports or opposes a ~~Political Organization~~ political party, candidate, ~~referendum or plebiscite question~~, or other electoral activities ~~at the supranational, federal, provincial, state, or municipal level within or outside of Canada in any jurisdiction~~, including:
- i. seeking nomination as or being a candidate for election;
 - ii. volunteering for a political party, candidate, or elected official;
 - ~~iii. volunteering for a Political Organization;~~
 - ~~iv. participating in campaign events or visits from candidates and/or their representatives;~~
 - ~~v.iii.~~ soliciting Political Donations or fundraising; and
 - ~~vi.iv.~~ soliciting ~~petition/~~nomination signatures.

It does not include action, such as knowledge mobilization, research engagement, and teaching, or lobbying on behalf of the University, which may be within an Academic Staff Member's or Employee's scope of employment.

- f) "Political Donations" means the contribution of funds (including cash, cheques, purchase orders, p-cards/credit card purchases, and funding requests made to accounts payable), work time, services provided in kind, gifts (including door prizes and silent auction gifts), or resources to a Partisan Political Activity, a ~~Political Organization~~, ~~or political party~~, a candidate for elected office, referendum campaign.
- g) "Political ~~Organization~~Office" means ~~a political party, or an elected role in government, in any other entity required to register in accordance with the Election Finances and Contributions Disclosure Act (Alberta), or similar legislation of another jurisdiction.~~
- h) "Postdoctoral Scholar" means an individual who has completed a doctoral degree and is carrying out research at the University under the direction or mentorship of a supervising Academic Staff Member.
- i) "Student" means an individual registered in a University course or program of study.
- j) "Student Club" means a registered SU club, or ~~GSA-sanctioned~~ graduate student club ~~group registered with the GSA~~.
- k) "SU" means The Students' Union, the University of Calgary ~~Students' Union~~.
- l) "University" means the University of Calgary.
- m) "University Community" means all Academic Staff Members, Appointees, Employees, Postdoctoral Scholars, and Students, ~~Contractors and Volunteers~~.
- n) "University Controlled Digital Channels" means electronic means of communicating operated by the University, including University-branded or operated software tools and applications, digital images and display boards, digital audio and video, digital games, digital advertising, web pages and websites, social media, data and databases, email marketing, and electronic books.
- o) "University Resources" means the tangible and intangible assets of the University, including funds, electronic and IT communications, University Controlled Digital

Channels, computers, cellular phones or other communication devices, mail lists, stationery, and any other equipment or resource provided by the University.

4 Policy Statement

- 4.1** The University is a non-partisan organization; the University does not support or endorse any ~~Political Organization~~ political party, candidate, ~~plebiscite~~, or referendum question at any level of government.
- 4.2** The University recognizes the right of Students to participate in Partisan Political Activities provided they do not use University Resources to do so.
- 4.3** The University recognises the right of Academic Staff Members, Appointees, and Employees to participate in Partisan Political Activities provided they do not use University Resources to do so, and they continue to fulfil their responsibilities to the University. Academic Staff Members, Appointees, and Employees participating in Partisan Political Activities for academic, research, knowledge mobilization, or teaching purposes, or as private citizens, will not do so in such a manner that a reasonable person would infer that they are representing the position of the University.
- 4.4** Academic Staff Members, Appointees Employees, Students and Student Clubs may use University facilities for Partisan Political Activities provided they comply with the Use of University Facilities for Non-Academic Purposes Policy and the University is not subsidizing the cost of this use.
- 4.5** The University recognizes the right of Student Clubs to engage in Partisan Political Activities provided that:
- a) they do not use University funds to do so;
 - b) they comply with any applicable University, SU or GSA policies, guidelines, or standards; and
 - c) they do not use University Resources to solicit Political Donations or for fundraising.

Political Donations

- 4.6** University Resources ~~can not~~ cannot be used to make Political Donations.
- 4.7** The University is prohibited from donating to any provincial political party or candidate under the Election Finances and Contributions Disclosure Act (Alberta). The University recognizes its duty as a public entity to ensure the responsible use of public funds (including funds held in trust by the University) and University Resources and to ensure the non-partisan position of the University. Therefore, the University will not donate or contribute funds or University Resources to any Partisan Political Organization Activity or any political party or candidate ~~at the supranational, federal, provincial, state, or municipal level within or outside of Canada~~. This prohibition includes indirectly contributing funds by providing space, providing services in kind, or providing other University Resources at a subsidized cost for Partisan Political Activities.

Third Party Advertisers

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4.8 University Resources cannot be used to establish an entity that would be required to register as a third-party under the *Election Finances and Contributions Disclosure Act* (Alberta).

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Time off for Partisan Political Activity

4.84.9 Academic Staff Members, Appointees, and Employees requesting time off for Partisan Political Activity are required to follow the provisions of any applicable collective agreement or the standard processes for requesting and approving paid or unpaid time off (i.e., vacation request, leave of absence).

Candidates for Election

4.94.10 The University recognizes the right of Academic Staff Members, Appointees, Employees, and Students to seek election ~~at the supranational, federal, provincial, state, or municipal level within or outside of Canada~~ to a Political Office provided they do not use ~~University work time or other~~ University Resources to do so.

4.104.11 Where an Academic Staff Member, Appointee, or Employee seeks election ~~at the supranational, federal, provincial, state, or municipal level within or outside of Canada~~ to a Political Office the Academic Staff Member, Appointee, or Employee will disclose their candidacy to the member of the Senior Leadership Team to whom they report to manage any real, potential, or perceived conflicts of interest that may arise from being a candidate in an election.

Elected to Political Office

4.114.12 Academic Staff Members who are elected to ~~political office at the supranational, federal, provincial, state, or municipal level within or outside of Canada~~ Political Office will comply with the relevant sections of the Collective Agreement.

4.124.13 Appointees and Employees who are elected to ~~political office at the supranational, federal, provincial, state, or municipal level within or outside of Canada~~ Political Office will take a leave of absence if one is provided for in the applicable ~~Collective Agreement~~ collective agreement or otherwise granted by the University, or resign their position at the University.

Election Signs and Posters

4.13 Election signs and posters for ~~partisan political~~ candidates ~~for municipal, provincial, state, federal, political parties, or supranational elections, or Political Organizations, referendum or plebiscite questions~~ referenda, may be placed on the publicly available bulletin boards inside University buildings.

4.14 ~~The posting of election~~ Election signs or posters ~~for municipal, provincial, state, federal or supranational elections in areas other than those designated in 4.13 is prohibited. Signs and posters displayed in areas other than those designated in 4.13 are~~ public spaces on campus may be subject to removal.

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Application of this Policy

4.15 The Office of the General Counsel will provide advice to senior leadership team members concerning the application of this Policy.

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- 5 Related Policies** [Code of Conduct](#)
[Use of University Facilities for Non-Academic Purposes Policy](#)
- 6 References** [Election Act](#), RSA 2000, c E-1
[Election Finances and Contributions Disclosure Act](#), RSA 2000, c E-2
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- 7 History**
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| June 17, 2015 | Approved. |
| July 1, 2015 | Effective. |
| May 15, 2018 | Editorial Revision. Updated "Student" definition. |
| January 1, 2020 | Editorial Revision. Updated format and links. |

DRAFT



GENERAL FACULTIES COUNCIL
Biographies of Candidates for Election

The voting for these elections will be conducted electronically. A link to a MS Teams form, setting out equivalent to election ballots, will be sent to General Faculties Council (GFC) members immediately following the November 3, 2022 meeting.

These are the biographies of the candidates who were nominated by the GFC Executive Committee and have agreed to stand for election:

Election of Two Academic Staff Members to the Advisory Review Committee for the Vice-Provost and Associate Vice-President Research (Indigenous Engagement)

Pamela Roach, Cumming School of Medicine

Assistant Professor

Director, Indigenous Health Education (CSM)

Recipient: UCalgary Teaching Award Indigenous Ways of Knowing, Glenda McQueen Distinguished Leadership Award; CSM Graduate Education Award for Clinical, Adjunct and Research Faculty

Recipient: SSHRC, CIHR, Royal College, Mitacs, Alzheimer Society grant funding; CIHR Tier 2 CRC Indigenous Health Systems Safety

Past Service: Search & Selection Tier 1 CRC Social Work; Search & Selection Tier 1 CRC Medicine; Search & Selection Senior Assoc Dean Education CSM; PGME Anti-racism task force

Current Service: UME Admissions Case Writing Committee; CSM Graduate Scholarship committee; Provost's transdisciplinary working group; AHS Indigenous Wellness Core Advisory Group; Indigenous Research Advisory Committee (UCalgary)

Yvonne Poitras Pratt, Werklund School of Education

Yvonne Poitras Pratt (Métis) is Associate Professor at the Werklund School of Education at the University of Calgary. Her 2020 book Digital Storytelling in Indigenous Education: A Decolonizing Journey for a Metis Community has sold over 300 copies worldwide and these intergenerational digital stories are now teaching others at www.metisvoices.ca. Yvonne has published in the realm of media studies, Métis studies, reconciliatory education, social justice, and the integration of arts in education. She earned a 2016 Werklund Teaching Excellence Award, a 2017 Students Union Teaching Excellence Award, the 2018 Confederation of Alberta Faculty Associations (CAFA) Distinguished Academic Early Career Award, and the Alan Blizzard Award for Collaborative Teaching in 2021. Her extensive involvement on 19 faculty and campus committees, including multiple Indigenous Strategy committees, and her longstanding participation on the Alberta Métis Education Council and the Rupertsland Centre for Métis Research earned her the Werklund Community Engagement Award in 2021.

Jennifer Hewson, Faculty of Social Work

Current Position: Associate Professor

Award Recipient: Students' Union Teaching Excellence Award

Grant Recipient: 9 SSHRC (2 PI, 7 Co-I); 2 CIHR (2 Co-I); 9 UCalgary (4 PI, 5 Co-I); 4 FSW (2 PI, 2 Co-I); 25 Community (10 PI, 15 Co-I)

Current Service (FSW): NonIndigenous Co-Lead, Leadership and Indigenous Engagement Certificate Design; Team Lead, Clinical Gerontology Practice Certificate; Indigenous Strategy Task Force Member; PhD/Thesis Committee Member; Equity Action Committee Member; Anti-Black Racism Task Force Member; MSW Policy Committee Member; Teaching and Learning Committee Member

Past Service (FSW): Associate Dean, Teaching and Learning; Director, Graduate Student Affairs; Co-Lead, MSW Thesis Program Redesign; Team Lead, Leadership Specialization Redesign; Acting Director, Field Education; Coordinator, Field Education – Calgary; Coordinator, PhD and MSW Thesis Programs

Past Service (University): McCaig-Killam Teaching Award, Subcommittee Member & Award Adjudicator; Brenda Strafford Centre on Aging, Faculty of Social Work Representative; Teaching and Learning Awards Adjudicator, Taylor Institute for Teaching and Learning; Advisory Decanal Review Committee Member, Faculty of Social Work; Selection Committee Member for Director, Field Experiences Position, Werklund School of Education; Undergraduate Student Research Program (USRP) Selection Committee

Adam Murry, Faculty of Arts

Adam Murry, PhD, is an assistant professor in the department of psychology. He serves at the co-chair for the ii'taa'poh'to'p Indigenous strategy's sub-committee 2 and psychology's EDI committee, teaches courses on Indigenous psychology and qualitative research methods, and runs the Indigenous Organizations' and Communities' Development Research lab. His research interests include the use of mixed methods to support Indigenous employment, allyship, mentorship, healthcare and mental health programming, Indigenous-police interactions, culturally responsive education, and sustainable development.

Election of Two Academic Staff Members to the Advisory Review Committee for the Vice-Provost (Libraries and Cultural Resources)

Kyla Flanagan, Faculty of Science

Associate Professor (Teaching), Faculty of Science

Academic Lead, College of Discovery, Creativity, and Innovation (CDCI)

Recipient: McCaig-Killam Teaching Award, SU Teaching Excellence Award, Faculty of Science Educational Leadership Award, UCalgary Teaching Award for full-time staff, Faculty of Science Early Career Award.

Past service: Faculty of Science Teaching and Learning Committee, Campus Mental Health Strategy Teaching and Learning Subcommittee, Concentrations Working Group (lead champion - biological sciences)

Current service: Biological Sciences Program Chair, University Programs & Curriculum Committee (Biological Sciences), The University of Calgary Teaching Academy, Global Challenges program steering committee (chair).

Jean-Christophe Boucher, Faculty of Arts

Jean-Christophe Boucher is an Associate Professor at the School of Public Policy and at the Department of political science at the University of Calgary. His current work focuses on applied machine learning to understand how the digital world shapes our society. He is currently responsible for projects funded by the Department of National Defence (DND) to study information operations; the Social Science and Humanities Research Council (SSHRC) to understand civil-military relations in Canada; and holds grants from Alberta Innovates, the Vaccine Confidence Fund, and Merck to study vaccine hesitancy on social media to develop better communications strategies and tools to increase vaccine uptake. He holds a BA in History from the University of Ottawa, a MA in Philosophy from the Université de Montréal and a PhD in Political Science from Université Laval. He specializes in international relations, with an emphasis on foreign policy, international security, and data analytics.

Donna Slater, Cumming School of Medicine

Professor.

Recipient: CIHR, NSERC, CFI grants

Recipient: CSM McLeod Distinguished Achievement Award for Teaching; Killam Undergraduate Mentorship Award; AHFMR Scholar Award; New Investigator Award, Medical Research Council (UK)

Past Service: Faculty Promotions Committee; Chair, Safety Improvement Team, CSM; Education Director, Research Training Program, Alberta Children's Hospital Research Institute (ACHRI); Chair, Education Committee, Dept. Physiology and Pharmacology; Executive Committee, Dept. Physiology and Pharmacology; University Teaching Awards Panel; Recruitment & Selection, Renewal Advisory Committees, CSM & UCVM.

Current Service: Co-Director, Biomedical Sciences, Bachelor of Health Sciences (BHSc) Program; Curriculum Review Committee; BHSc Entrance Applications Committee; UME & GSE Faculty Appeals Committee; GFC.

Shirley Steinberg, Werklund School of Education

Professor.

Service U of C & Community at Large:

Member GPESAC (Graduate Programs in Education Scholarship and Awards Committee) Werklund

Member, Inaugural Committee: Support: Committee for Research and Teaching Awards: EDI (VPR) 2020-2022

Member, Graduate Programs in Education, Scholarship and Awards Committee 2021-

Senior Scholar in Residence, The Graduate College, U of C 2017-2021

Member, Faculty of Education Promotion and Tenure Committee 2011, 2012, 2017

Educational Advisor, Educational Counsel Board, ROBB NASH Project 2021-

Executive Board: Struggle is Your Success Youth Empowerment and Entrepreneurship

Honorary Chair of the Board: OBAT Canada

Awards Received:

The Whitworth Award for Career Education Research Excellence EdCAN 2019-2022

Critics' Choice Book Award by the American Education Studies Association 2022:

The Critical Pedagogies Handbook. Sage Publishing.

17 International Film Awards Documentary film: The Elders' Room: Writer, and Director 2020-2022

Multiple Werklund Faculty Grants: Indigenous Welcome Grants, Youth Forum Grants 2017-2022

Election of Three Academic Staff Members to the Advisory Selection Committee for a Provost and Vice-President (Academic)

Wendy Benoit, Faculty of Science

Professor (Teaching), Department of Chemistry. Dr. Benoit has taught multi-section large-enrolment courses in introductory chemistry, organic chemistry, as well as multidisciplinary courses in science writing, the nature of science, and approaching scientific problems.

Recipient: Faculty of Science Teaching Excellence Award; Students' Union Teaching Excellence Award.

Recipient: Co-lead on UCalgary Scholarship of Teaching and Learning Grant

Past Service: Director - Natural Sciences Program, Faculty of Science; Member - UCalgary USRI Working Group; Member - UCalgary Academic Crisis Management Task Force; Elected Member - Faculty of Science Decanal Search Committee.

Current Service: Associate Dean (Teaching, Learning, and Student Engagement), Faculty of Science; Chair - Faculty of Science Teaching and Learning Committee; Co-Chair - Faculty of Science Awards Committee; Elected Member - General Faculties Council Teaching and Learning Committee.

Mary Grantham O'Brien, Faculty of Arts

Professor

Senior Associate Dean, Faculty of Graduate Studies

Recipient: CIHR, SSHRC, URGC grants

Recipient: Graduate Students' Association GSA Champion Award; Graduate Students' Association Award in Administrative Support-Senior Administration; Calgary Award, Community Achievement in Education; Killam Award for Leadership in Teaching; Students' Union Teaching Excellence Award; PEAK Scholar Award; GREAT Supervisor Award

Past Service: Drafting Committee, Pilot Plan: Equity, Diversity and Inclusion in Research and Teaching Awards; McCaig-Killam Teaching Award adjudication committee; Banting Postdoctoral competition review committee; Faculty representative to GFC; GFC representative to Senate; Senate Honours Committee; Co-Chair, Knowledge Engagement Implementation Committee; Faculty Tenure and Promotions Committee; Graduate Program Director; Organizer, Faculty Brownbag Pedagogy Seminar; Faculty Teaching and Learning Committee; Faculty Appeals Committee; Departmental Awards Committee; Undergraduate Advisor; Director, Language Research Centre; Academic Programs Subcommittee

Current Service: Transdisciplinary Strategy Working Group; Graduate Academic Program Subcommittee; Decision Support Team; ii'taa'poh'to'p Subcommittee 6 (Policies, Procedures and Practice); External Teaching and Learning Awards Committee

Catherine Lebel, Cumming School of Medicine

I am an associate professor of radiology, Canada Research Chair in Pediatric Neuroimaging, and the director of ACHRI's Child Brain & Mental Health Program.

My research uses neuroimaging to study typical and atypical brain development and is funded by CIHR, NSERC, Brain Canada, CFI, and others. I received the Killam Emerging Research Leader award (2019),

Peak Scholars Award for Knowledge Engagement (2019) and was elected to the Royal Society's College of New Scholars (2020).

In addition to being an ACHRI program director, I serve on the HBI Executive Committee, HBI strategic research & innovation committee, the Owerko Centre Executive, and the Child & Adolescent Imaging Research operations committee. I have served on several search & selection committees, including that for ACHRI Director in 2017/2018.

Leighton Wilks, Haskayne School of Business

bio coming

Hieu Ngo, Faculty of Social Work

Dr. Hieu Ngo is Associate Dean of Teaching and Learning in the Faculty of Social Work and Academic Director in the Office of Equity, Diversity and Inclusion. Since 2012, he has participated in several selection committees at the faculty and university levels and served as a member of the General Faculty Council, its Teaching Learning Committee, and other committees focusing on research, sustainability and innovation. He has offered his expertise and leadership guidance in equity work, academic-community collaboration, global engagement, strategic planning and organizational change. As a project lead of 14 initiatives with a total of \$6.5 million in grants, Dr. Ngo has gained in-depth knowledge about university structures, processes and functions, worked with colleagues across faculties and departments, and engaged community partners, researchers and students in multidisciplinary, multisectoral collaboration. He has held various senior leadership positions as executive director, co-founding member, chair and board member of several community organizations.

Lorian Hardcastle, Faculty of Law

bio coming



UNIVERSITY OF CALGARY | Student Non-Academic Misconduct Policy

ANNUAL REPORT

July 1, 2021 – June 30, 2022

Prepared for:

General Faculties Council

Date:

October 25, 2022

The purpose of the [Student Non-Academic Misconduct Policy](#) and [Procedure](#) is to communicate the University's expectations regarding student behavior, and to provide a clear and transparent process for managing and addressing student non-academic misconduct in a manner that is equitable, educational, and follows the principles of natural justice.

The Student Conduct Office (SCO) works with all members of the university community to facilitate the resolution of alleged student non-academic misconduct as governed by University of Calgary policy. Their approach in responding to complaints is focused on restorative practices, the goal of which is to repair harm caused to relationships and within the community. This approach centers on student development and accountability, and the promotion of a safe and caring campus community. Student Conduct Office goals are achieved through responsive case management, including adjudication of alleged policy violations, facilitation of informal resolution when possible, direct referrals for support, and the provision of prosocial training and programming to all members of the campus community.

Policies Administered

The University of Calgary communicates its expectations for appropriate behaviour of students through university policies, including the Student Non-Academic Misconduct (SNAM) Policy. The SNAM Policy is the enabling policy of the SCO. Student Non-Academic Misconduct (SNAM) procedures are invoked when students are alleged to have violated the SNAM Policy, or an affiliated university policy.

The Student Non-Academic Misconduct Policy is not applied if the same alleged misconduct is being, or has been, investigated as potential Academic Misconduct in accordance with the Student Non-Academic Misconduct Policy.

Policies administered by the Student Conduct Office when respondents are students include:

- [Harassment Policy](#)
- [Sexual and Gender-Based Violence Policy](#)
- [Cannabis Policy](#)
- [Smoking Policy](#)

- [Alcohol Policy](#)
- [Acceptable Use of Material Protected by Copyright Policy](#)
- [Acceptable Use of Electronic Resources and Information Policy](#)

Misconduct in University Residences

The Specialist, Conduct and Conflict Management (Residence) works closely with Residence Services to support training and oversight of residence staff in conduct processes, triage of incident reports, case consultation, and to facilitate procedures and secure file management aligned with the Student Conduct Office. In 2021/2022, the Specialist, Conduct and Conflict Management (Residence) reviewed and triaged **310** incident reports that alleged violations of residence and/or university policy. Complaints directly managed by the Specialist per the Student Non-Academic Misconduct Policy are reflected in the 2021/2022 data. Complaints managed by Residence Life Coordinators under the process for alleged violations of residence policies (including the Residence Services Agreement and the Residence Community Standards) totaled **259** and are not included in the data.

2021-2022 Complaints

The Student Non-Academic Misconduct Policy’s [Appendix 1: Prohibited Conduct](#) defines eight categories of prohibited conduct under the headings Protection of Individuals; Protection of Property; Protection of University Functions, Activities and Services; False Information and Identification; Possession or Use of Dangerous Objects, Drugs or Alcohol; Aiding in the Commission of an Offence; Contravention of Other Laws and University Policies, and Failure to Comply with a Sanction.

During the reporting period (July 1, 2021 to June 30, 2022), a total of **255** complaints were reviewed. Of these complaints, **215** were considered “actionable” and **40** were considered “information only”.

“Actionable” complaints require some action pursuant to the policy and procedures. This could include initiating an investigation and proceeding to adjudication and decision, meeting with impacted parties to come to an informal resolution, educational intervention, or adjourning adjudication and referring the complaint to a more appropriate process.

Table 1: Actionable Complaints*, 2021/2022 (*A complaint may involve multiple respondents)

Action Taken	Number of Cases
Formal Hearing – Hearing Officer	31 (42* hearings held)
CovidSafe Campus warning letter	139 (48 final decision/sanction letters issued)
Educational letter issued	13 (25* letters issued)
Customized classroom workshop	1
Accountability conversations	9 (10* meetings held)
Informal resolution	7

Table 1: Actionable Complaints, 2021/2022 cont.

Action Taken	Number of Cases
Interim measures issued	8 (10 issued; 8 no-contact orders, 2 access restrictions)
Investigation commenced; complaint withdrawn	4
Investigation completed; unsubstantiated	3

“Information Only” complaints are filed for a variety of reasons. Complainants may at the outset indicate the complaint is only for information, or they may feel the situation has been resolved appropriately through informal measures, but the complaint should be on record in case a pattern of behavior exists or emerges involving the same student. “Information Only” complaints may also involve individuals who are currently non-students, unknown respondents, or incidents that fall outside the scope of university policy. Complaints received and securely filed as “Information Only” are retained according to the established record retention rule.

Table 2: Information Only Complaints, 2021/2022

Complaint Type	Number of Complaints
Complainant submitted incident for information - no desired or required action	15
Referral (no jurisdiction)	13
Informal resolution (through Campus Security/other reporting department)	2
Insufficient evidence to proceed	10

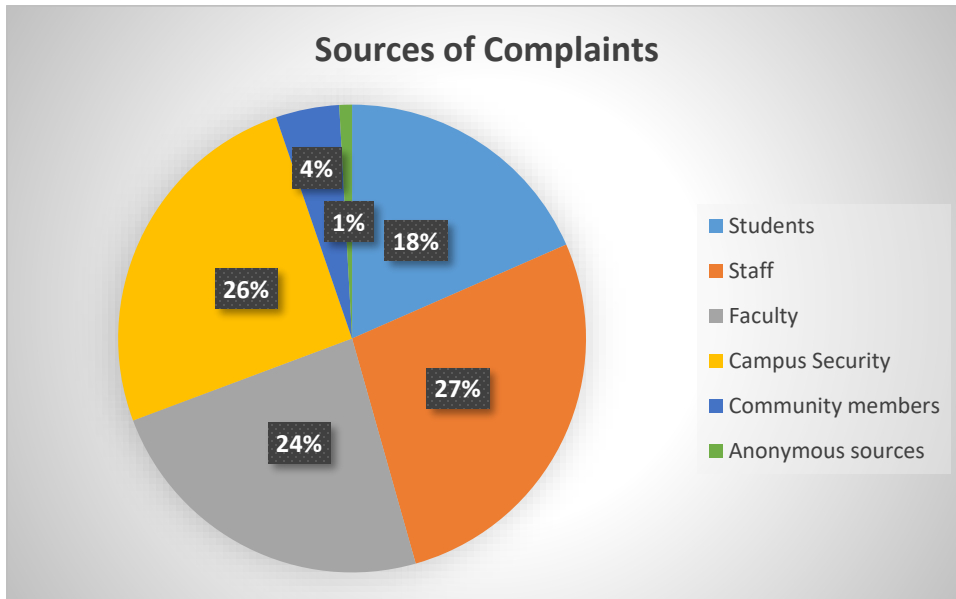
Sources of Complaints

Complaints of student non-academic misconduct are received directly through the following channels:

- Web form - www.ucalgary.ca/conduct/misconduct/reporting
- Email - conduct@ucalgary.ca
- Phone - 403-210-3868

Complaints are also received in-person, via campus stakeholders including Campus Security and Residence Services, and may also be received through the Confidence Line at 1-800-661-9675.

Figure 1: Sources of Complaints, 2021/2022 (n=116)



Note: COVIDSafe Campus cases are not included in this figure

Actionable Complaints – Hearing Process

A Notice of Hearing is issued to respondents once it is determined a hearing is warranted. The notice explains the purpose of the hearing and provides the respondent with a summary of the complaint, all facts and evidence that are being considered and that will be discussed during the hearing, and the specific policy provisions that relate to the alleged misconduct. The respondent is advised whether the hearing will take place before a Hearing Officer or before a Hearing Board, who the Hearing Officer or Board members will be, and the date, time, and location scheduled for the hearing. The respondent is notified of any applicable interim measures (e.g., temporary no-contact order). Finally, the respondent is informed of their right to be accompanied by an advisor during a hearing and is provided with a referral to the Student Ombuds and Student Wellness Services.

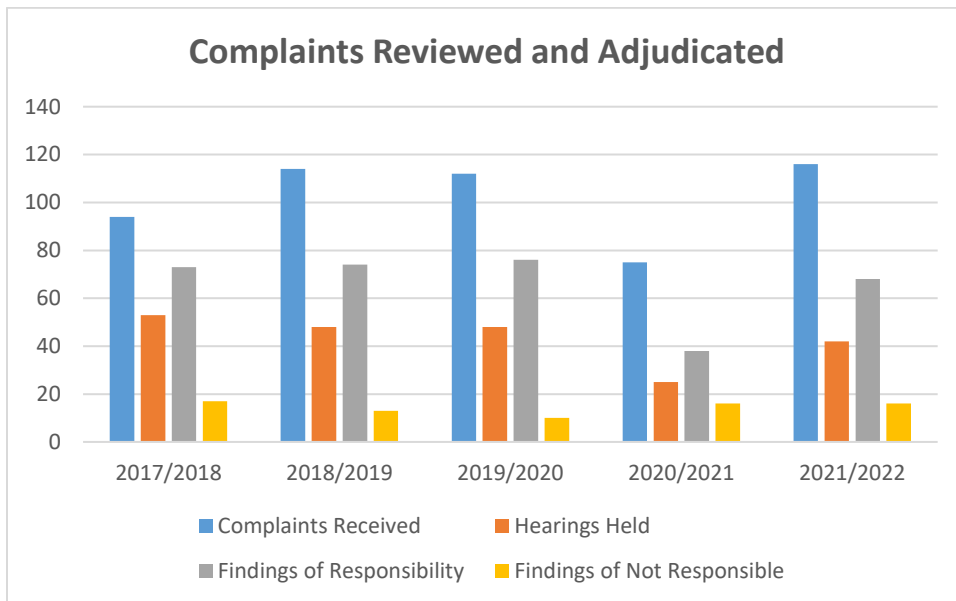
The purpose of the hearing is to allow the respondent the opportunity to explain the extent of their involvement in an allegation of Student Non-Academic Misconduct. A hearing may take place before a Hearing Officer or a Hearing Board, considering a variety of factors including the seriousness of the allegation. The composition and membership of the Hearing Board is established by the [Student Non-Academic Misconduct Procedure Appendix 1: Hearing Board Composition](#).

Hearings are not open to the public and the proceedings are kept confidential by the Officer/Board.

The following allegations of policy violation(s) were considered in **42** adjudicated hearings:

- **Allegations under Appendix 1, Section 1 Protection of Individuals**
 - 9 findings of responsibility
 - 3 findings of not responsible
 - **Allegations under Appendix 1, Section 2, Protection of Property**
 - 24 findings of responsibility
 - 4 findings of not responsible
 - **Allegations under Appendix 1, Section 3, Protection of University Functions**
 - 7 findings of responsibility
 - 1 finding of not responsible
 - **Allegations under Appendix 1, Section 4, False Information and Identification**
 - 12 findings of responsibility
 - 2 findings of not responsible
 - **Allegations under Appendix 1, Section 5, Possession or Use of Dangerous Objects, Drugs or Alcohol**
 - N/A
 - **Allegations under Appendix 1, Section 6, Aiding in the Commission of an Offense**
 - N/A
 - **Allegations under Appendix 1, Section 7, Contravention of Other Laws and University Policies**
 - 8 findings of responsibility
 - 3 findings of not responsible
 - **Allegations under Appendix 1, Section 8, Failure to Comply with a Sanction**
 - 1 finding of responsibility
 - 1 finding of not responsible
 - **Allegations under the Acceptable Use of Electronic Resources**
 - 1 finding of responsibility
 - **Allegations under the Cannabis Policy**
 - 1 finding of not responsible
 - **Allegations under the Code of Conduct**
 - 3 findings of responsibility
 - **Allegations under the Harassment Policy**
 - 5 findings of responsibility
 - 3 findings of not responsible
 - **Allegations under the Sexual Violence Policy**
 - 1 finding of responsibility
- COVIDSafe Campus Compliance:**
- **Appendix 1, Section 3, Protection of University Functions**
 - 48 findings of responsibility
 - **Appendix 7, Contravention of Other Laws and University Policies**
 - 48 findings of responsibility

Figure 2: Complaints reviewed and adjudicated, 2017/2018 – 2021/2022



Note: COVIDSafe Campus cases are not included in this figure

Educational Interventions

In lieu of formal adjudication processes, the Student Conduct Office relies on educational interventions to resolve allegations of non-academic misconduct. These interventions can include formal educational letters (detailed in nature and outline university expectations and student obligations per policy), mandatory meetings with students and classroom-based workshops presented by Student Conduct Office staff.

Accountability Conversations

In 2021-2022, the Student Conduct Office introduced mandatory accountability conversations as a means of responding to complaints. **Nine** complaints were resolved through accountability conversations (**ten** meetings with students were held). These meetings are held when it is determined that the complaint would be more effectively addressed through an alternate, less formal process. Student Conduct Office staff center conversations in restorative practices to discuss harmful or concerning behaviours, engage students in reflection, and if applicable, connect students with relevant campus resources and training.

Classroom Workshops

In response to classroom-based complaints, the Student Conduct Office will work with the instructor to arrange customized classroom workshops that address the issues that have been reported. **Six** workshops on the topic of “calling in and boundary setting” were facilitated by Student Conduct Office staff in response to **one** complaint during the reporting period, with **270** total students participating. The Student Conduct Office offers to provide classroom workshops when harmful or

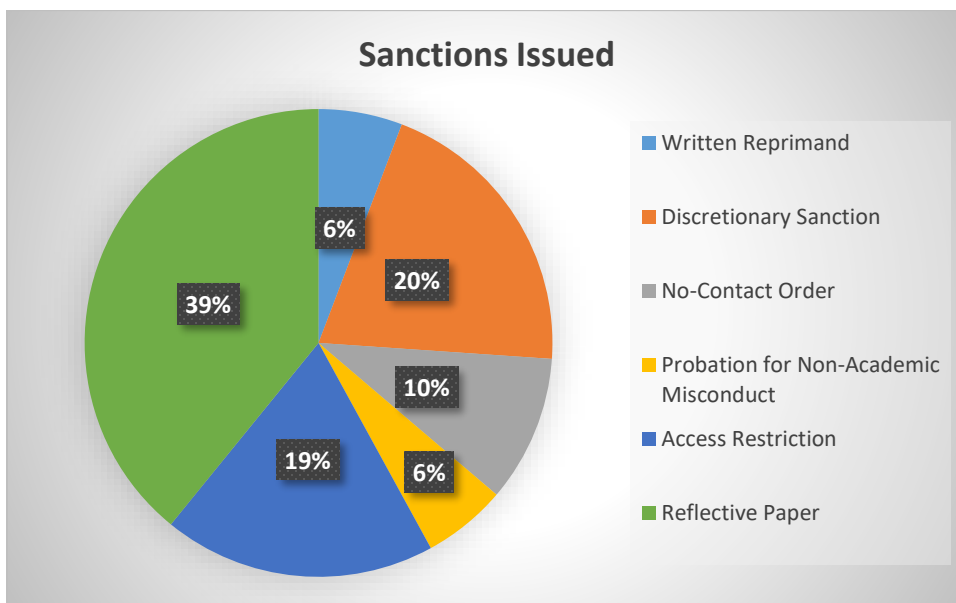
concerning behaviour takes place in a classroom setting, and there is insufficient evidence to investigate individual students, or the respondents are unknown (i.e., problematic behaviour occurs in third party app where students can be anonymous, but the online community is affiliated with a specific course).

Sanctions

The Student Conduct Office derives its authority to sanction respondents from the [Student Non-Academic Misconduct Policy Appendix 2: Sanctions](#). Whenever possible, sanctions are educational in nature and intentionally designed to ensure they encourage learning and accountability as it relates to the behaviour and policy violation(s).

Note that monetary fines are typically only issued for non-compliance, and the increase in this sanction in 2021/22 is related to non-compliance with COVIDSafe Campus requirements. In addition to campus-wide instruction received by all students, each student issued a fine for non-compliance with COVIDSafe Campus was provided a written warning, and Student Conduct Office staff attempted to contact each student via telephone prior to issuing a monetary fine.

Figure 3: Sanctions Issued, 2021/2022 (n=42)



Appeals

Students may appeal a Hearing Officer or Hearing Board decision via procedures established through the [Student Misconduct and Academic Appeals Policy](#) and the [University Appeals Committee Procedure](#).

During the reporting period, there were **two** appeals of a decision of a Hearing Officer to the University Appeals Committee. Pursuant to the University Appeals Committee Procedure, permission to appeal was denied for both appeals.

There was **one** appeal to the University Appeals Tribunal. Permission to appeal to the University Appeals Tribunal was denied.

University of Calgary – Qatar - **Two** complaints were actioned at the University of Calgary, Qatar and administered locally. These complaints were not included in the data above.

Related Education and Proactive Programming

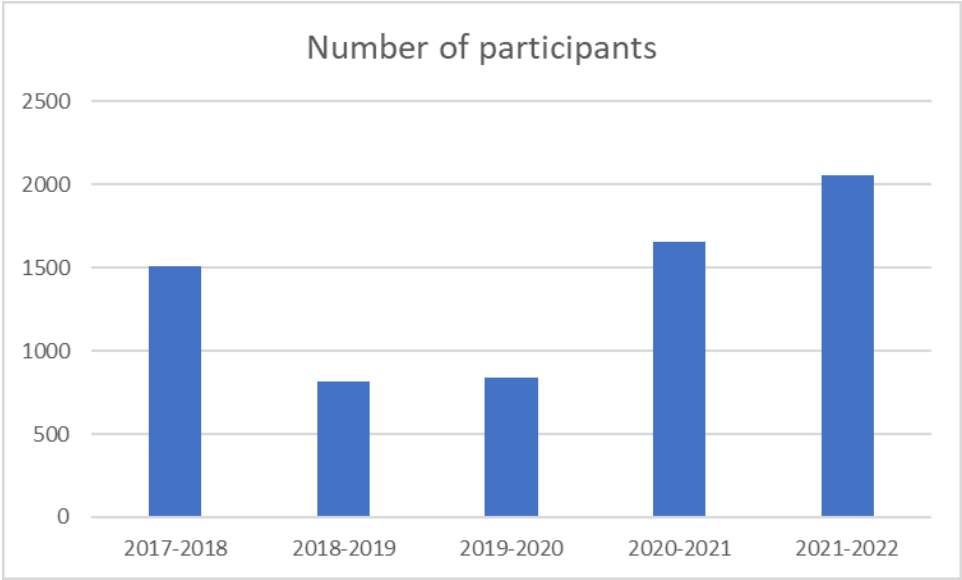
Since 2016, the Student Conduct Office has continuously developed and offered educational workshops to respond to issues arising within the campus community. Workshops are centered on building a safe, caring, and resilient university community. During the reporting period, **2,055** students, staff, and faculty participated in workshops and one-on-one trainings on the following topics:

- Bystander Intervention Training
- The Comments Section
- Conflict Coaching
- Conflict Management 101
- Exploring Conflict Styles
- Understanding Anger

In January 2021, the office developed a new workshop titled “Exploring Conflict Styles”, in response to identified and emerging issues surrounding conflict management. During the reporting period, **43** students attended the new workshop. The office also launched a new program, the Conflict Management Digital Badge (CMDDB), offering students the opportunity to complete 11 hours of conflict-management related workshops and training, which is recognized through the Taylor Institute badging credential program. **Eighty** students enrolled in the program during the reporting period.

The Student Conduct Office also offers the Upstanders Harm Reduction Digital Badge. Students enrolled in this program complete 20 hours of harm-reduction training to earn the “Upstanders” designation. During the reporting period, a total of **349** students were registered in the program.

Figure 4: Participants in Educational Activities Provided by Student Conduct Office, 2017/2018 – 2021/2022



For more information contact:

Jennifer Quin, Senior Director, Student Services – jequin@ucalgary.ca

Report Submitted by:
Verity Turpin, Vice-Provost (Student Experience)



**GENERAL FACULTIES COUNCIL EXECUTIVE COMMITTEE
Report to General Faculties Council
for the meetings held October 19, 2022 and October 24, 2022**

The following report is submitted on behalf of the General Faculties Council (GFC) Executive Committee (EC).

October 19, 2022

Recommendation of Revisions to the Sexual and Gender-Based Violence Policy

The EC heard that the proposed revisions to the Sexual and Gender-Based Violence Policy are in response to a request from the Provincial Government, and that a full review of the policy is not being done at this time but is scheduled to be done within the next two years. The presenters reported that one additional revision was made following the October 6, 2022 GFC meeting, to add a statement that *“Any member of the University Community impacted by Sexual and Gender-Based Violence may contact the Sexual Violence Response Office for support”* at the beginning of the document.

In response to questions, it was reported that Section 2 of the policy (Scope) sets out the circumstances in which the policy applies. The Sexual Violence Response Office will navigate jurisdiction on a case-by-case basis, considering the Complainant, Respondent and impacts of the reported action.

The EC then voted to recommend that the GFC recommend that the Board of Governors approve the revisions to the Sexual and Gender-Based Violence Policy.

Nominations Work

The EC named, in rank-ordered lists, academic staff members to be approached by the University Secretariat to stand for election to three committees: 1) the Advisory Review Committee for the Vice-Provost and Associate Vice-President Research (Indigenous Engagement); 2) the Advisory Review Committee for the Vice-Provost (Libraries and Cultural Resources); and 3) the Advisory Selection Committee for a Provost and Vice-President (Academic).

The elections will be held electronically following the November 3, 2022 GFC meeting.

Review of the Draft November 3, 2022 GFC Agenda

The EC reviewed the draft agenda for the November 3, 2022 GFC meeting.

The EC discussed the routing for the revisions to the Partisan Political Activities Policy, and it was decided that a special meeting of the EC would be called in order that the EC could discuss this item before it is presented to the GFC.

October 24, 2022 – Special Meeting

Recommendation of Revisions to the Partisan Political Activities Policy

The EC heard an overview of the proposed revisions to the Partisan Political Activities Policy and description of the consultation process followed to develop the revisions.

In response to questions, it was reported that:

- Recent changes to the Alberta Election Finances and Contributions Disclosure Act are the primary driver for the revisions to the policy. Because this legislation prohibits University resources from being used to establish a third party advertising entity, it is being proposed that one revision be that the policy clearly states this.
- “Partisan Political Activity” is defined in the policy and other actions, including providing commentary on matters such as climate change or the pandemic, are not included in this definition. The University community includes subject matter experts and they are considered to have a responsibility to add to public discourse.
- Expressing opinions on matters relating to politics (e.g. the Sovereignty Act or provincial curriculum) is not interpreted as being in contravention of the policy

The EC discussed:

- The use of the phrase “knowledge mobilization” when identifying activities that are not prohibited by the policy, and that the phrase is not all-encompassing and may not be understood by persons external to the University. The presenters reported that a broad interpretation of “knowledge mobilization” is intended, and that the policy will be administered with common sense. The presenters indicated that they are reluctant to be too specific in describing what activities are not prohibited, to prevent an unintended omission.
- That persons outside the University may look at some activities as partisan when they are not considered so by the University, and may inappropriately use the policy as a tool against University members. The presenters noted that the policy has never had to be enforced by the Implementation Authority, and that normally any concerns raised about activities are addressed through conversations and answering questions.
- That persons may try to utilise the policy to attack members of the University community who are saying things and/or engaging in activities that these persons do not like, and so protections for University members are desired
- Section 4.15 (Application of this Policy) does not address that persons outside the University may interpret “Partisan Political Activity” differently than defined in the policy. The presenters reported that the Government Relations office will confer with Legal Services before providing any advice or addressing any concerns linked to the policy.

The EC then voted to recommend that the GFC recommend that the Human Resources and Governance Committee approve the revisions to the Partisan Political Activities Policy.



UNIVERSITY OF
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ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Report to General Faculties Council
for the meeting held on October 17, 2022

This report is submitted on behalf of the Academic Planning and Priorities Committee (APPC).

Creation of a new Specialization in Financial and Energy Markets Data Modelling within the Graduate Diploma and Master of Data Science and Analytics

The APPC reviewed the proposal to create a new Specialization in Financial and Energy Markets Data Modelling. The APPC learned that key drivers for the creation of the Specialization, were an evolution of trading in financial and energy markets and the demand for energy market data modelling specialists from industry.

The APPC discussed how the proposed Specialization aligns with other program offerings; current and new course content, and in particular how Equity, Diversity, and Inclusion and Indigenous Engagement are considered within the curriculum; staffing and hiring plans for supporting the Specialization; industry relationships and possible internship opportunities for students.

The APPC suggested amendments to strengthen the proposal and approved the creation of the Specialization.

Quality Assurance Unit Review Report Faculty of Law

The APPC received the Quality Assurance Unit Review Report for the Faculty of Law. The APPC learned that the review was conducted virtually, there was an excellent quality review team, and that overall, the recommendations were considered fair by the Faculty.

The APPC discussed that proportionally the Faculty is one of the most diverse in Canada reflecting the work of the Faculty's appointment and admissions committees, but that some areas are less diverse than others and that there is still further work to do in this area; the Calgary curriculum and the Faculty's approach to updating its curriculum to ensure currency; and the Faculty's approach to market supplements.

The APPC commended the Faculty of Law for the great strides it has made in advancing Indigenous Engagement and Equity, Diversity, and Inclusion and that it is looking forward to seeing how the Faculty moves forward with the recommendations.

Prepared by the Secretariat on behalf of Penny Werthner, Co-Chair, and Tara Beattie, Academic Co-Chair

TEACHING AND LEARNING COMMITTEE
Report to General Faculties Council
for the meeting held October 18, 2022

This report is submitted on behalf of the Teaching and Learning Committee (TLC).

Undergraduate Research Experiences and Recommended Changes to the Program for Undergraduate Research Experiences (PURE)

The TLC received a presentation on the College for Discovery, Creativity and Innovation (CDCI), including information about its existing three signature programs (the Research on Global Challenges course, the course-based Undergraduate Research Experiences program, and the Program for Undergraduate Research Experience (PURE) awards program) and the Ready for Research badge program that will launch this Fall.

The TLC learned that changes to the PURE awards program are being considered, including opening the application process to all students in good academic standing instead of the grade point average (GPA) threshold of 3.2 that is currently required, expanding the program to include part-time students rather than only full-time students, and modifying the adjudication processes in consideration of Equity, Diversity, and Inclusion (EDI).

The TLC discussed:

- Other institutions have removed the GPA threshold for undergraduate research awards programs, and this has worked well
- There is not necessarily a correlation between high GPA and success in all learning environments. When working closely with a research supervisor, a student can thrive regardless of their GPA.
- Removing barriers to research opportunities will have positive impacts on the University's learning ecosystem
- The CDCI's commitment to monitoring equity, diversity, inclusion and accessibility (EDIA) in the PURE awards program is applauded. EDIA in the application process is critical, but also necessary in the adjudication and mentoring stages.
- As the PURE awards program is grown, additional resources will be needed
- The PURE awards program should train supervisors to support a broad range of students, including neurodiverse students

In response to questions, it was reported that:

- Consideration is being given to renaming the PURE awards program
- The PURE awards platform will be improved
- The CDCI is thinking carefully about its priorities relating to the PURE awards program, including growing participation from persons in the Arts disciplines
- A student's GPA is not considered when evaluating a PURE proposal; GPA is currently a threshold to determine eligibility to apply to the program. Adjudicators have a detailed rubric to guide their work.

- The CDCI offers supports to students involved in the PURE awards program, including summer workshops

Flanagan Foundation Initiative Update

The TLC received a presentation on the Flanagan Foundation Initiative, which was created from a \$1 million donation to the University, and aims to support instructors in amplifying their online and blended modality teaching. The TLC heard that the initiative has five priorities (to build expertise, to strengthen mentorship and leadership, to strengthen resources, to contribute to research, and to inform strategy and policy) and will grow new resources (pedagogy, course design tools, learning modules, and leadership through an online community of practice). Specifically, the TLC heard that the initiative has involved gathering lessons learned from teaching during the pandemic, and contemplation about how these lessons can be integrated into the University's culture of teaching and learning.

The TLC discussed:

- There was a shift in values and expectations during the pandemic, and it can be difficult for instructors to balance practices (e.g. the ungrading assessment model) within the constraints of traditional and rigid University procedures (e.g. Calendar regulation timelines)
- Documenting pandemic teaching and learning practices, through means such as audits, podcast discussions and published works, is important so that positive changes can be continued going forward
- The University is shifting back to in-person operations, but the current environment is complicated and instructors are dealing with matters such as desires for different modes of delivery (in-person, online, and hybrid) and supporting students who are missing content and/or assessment when sick
- The course outline is critical for establishing how a course is expected to run

Update on Learning Technologies and Technology Support in Teaching and Learning

The TLC received a presentation describing:

- The Information Technologies (IT) 2020-2023 Strategic Goals, which are to enable global engagement/collaboration, to provide current and available technology, to expand predictive analytics capabilities, and to migrate commonly-needed capabilities to centralized foundational platforms
- Current IT challenges, including classroom technology, wifi outages, service stability, and timely classroom support
- The core infrastructure upgrades and classroom enhancements underway to improve aspects of classroom technology, and the development of a classroom support program
- Cybersecurity awareness initiatives
- The ability for someone to change their preferred name in the University's systems

The TLC heard that IT's top five initiatives for 2023-2024 will be: core infrastructure upgrades, classroom enhancements, classroom support, wifi stability and enhancement, and cybersecurity.

In response to questions, it was reported that:

- Software will be used to immediately address the University's wifi challenges

- Easier systems have been changed to address the issues with someone changing their preferred name, and work continues to align some other systems
- \$300,000 has been obtained for classroom enhancements on the main campus. Future funding will be spent wherever the need is most urgent, on any of the University's campuses.

The TLC discussed that:

- Offering trainings to allow instructors to troubleshoot some of their classroom technology problems would be valuable
- The use of technology in teaching is being encouraged and so infrastructure to allow this, such as stable wifi, is needed

Teaching and Learning Updates and Emerging Issues (Roundtable)

The TLC was given an opportunity to discuss matters impacting teaching and learning at this time, and discussed that guidance is needed on what is expected of instructors if they become ill, such as having contingency plans and not having prolonged cancellation of classes, and, similarly, that guidance is needed on how to handle and support students who are ill. It was suggested that people access the Taylor Institute's resources on teaching and learning continuity, such as 'Increasing Access During Times of Disruption'. It was emphasised that the health and wellness of faculty and students is important, and that in some cases if a person is too sick to attend in-person they may be too sick to participate from home, and that expectations must be reasonable and consistent across the University.

Standing Reports

The TLC received reports on the current activities of the Course Feedback Implementation Working Group, Taylor Institute for Teaching and Learning, Graduate Students' Association, and Students' Union.



RESEARCH AND SCHOLARSHIP COMMITTEE
Report to General Faculties Council
for the meeting held October 20, 2022

This report is submitted on behalf of the Research and Scholarship Committee (RSC).

Canada First Research Excellence Fund (CFREF) Update

The RSC received a presentation on the University's submission to the CFREF program, for a project entitled 'One Child, Any Child'. The RSC heard that this project is a collaboration between the University of Calgary, University of Alberta, University of Lethbridge, Athabasca University, Alberta Health Services, Indigenous scholars, and community partners, it falls within the University's 'Child Health and Wellness' Research Strategy, and it was developed through a strengths analysis/needs assessment and townhalls.

The RSC heard that the project has thematic areas ('Better Beginnings/Maternal and Child Health', 'Precision Child Health and Wellness', and 'From Vulnerable to Thriving'), there is a commitment to having focus on Indigenous and equity deserving groups, and the project will fuel the building of local, national, and global partnerships.

The RSC learned that a Letter of Intent (LOI) was submitted in February 2022, the LOI was approved in June 2022, the full proposal was submitted in August 2022, and it will be announced in December 2022 if the proposal will move on to the final adjudication round.

Strategic Opportunities Unit

The RSC received a presentation on the recently-created Strategic Opportunities Unit within the office of the Vice-President (Research). The RSC heard that the purpose of the unit is to engage with University researchers to increase the quantity of non-Tri-Council funding applications, identify opportunities for funding and communicate about these, build relationships with funding agencies and industry, and work with other units in providing support to researchers (including Research Services, Legal Services, Ethics, Analytics, and Innovate Calgary).

The RSC heard that challenges include short deadlines, complex opportunities, that sometimes there are no University researchers who are a good fit with an identified funding opportunity, that sometimes University researchers are not aware of opportunities, and that sometimes University researchers are aware of opportunities but choose not to pursue. The RSC heard that the Strategic Opportunities Unit's success will be measured by increased awareness of opportunities, an increased number of LOI and full applications submitted, and an increased number of successful applications.

The RSC discussed that:

- Some opportunities require a high Technology Readiness Level (TRL) and it can be difficult to prepare a competitive application on short notice
- University researchers could partner with others in order to be eligible to apply to certain opportunities. The presenter indicated that his unit will be able to help researchers connect and build networks.

Canada Excellence Research Chairs (CERC) Update

The RSC received a presentation on the CERC program and the 2022 competition. The RSC heard that the University was allotted a virtual funding envelope of \$3 million per year and, following an internal selection process, submitted four applications on October 13, 2022: 'Pluralistic Societies: Transdisciplinarity, Cognitive Justice and Education' (\$500,000/year budget), 'Pluralistic Societies: Epistemic Pluralism and Ecologies of Knowledges' (\$500,000/year budget), 'Indigenous Ways of Climate and Water Sustainability for Planetary Health and Well-being' (\$1 million/year budget) and 'Photonic Quantum Science and Technologies' (\$1 million/year budget). The RSC heard that the CERC success rate is anticipated to be 35-40%, and that the results of the competition will be known no later than May 2023.

Major Innovation Fund (MIF) Update

The RSC received a presentation on Alberta's MIF, which is an initiative of the Ministry of Jobs, Economy and Innovation to support targeted research and technology development and drive economic diversification, economic growth, talent development, research commercialization, and the attraction of investment to the province. The RSC heard about the structure of the MIF program, including that institutions must assemble multi-institution teams, and that the University will lead and submit five proposals by the deadline of November 15, 2022: 'Medical Device Innovations', 'eHealth and mHealth Technologies', 'Water Quality and Conservation Technologies', 'Space and Defence Technologies', and 'Mobilizing Cybersecurity'. The University of Alberta will lead and submit five other proposals: 'Disease Management and Therapeutic Development', 'Critical Minerals Value Chains', 'Climate Adaptation/Mitigation Technologies', 'Open Data Through Digital Technologies', and 'Sustainable and Smart Agriculture and Food Systems'.

In response to questions, it was reported that:

- The statement that projects should be self-sustaining means that it is expected that a team will seek additional funding in the future, to continue or enter a new phase (e.g. become a research centre)
- Persons interested in becoming involved in the University of Alberta-led projects are welcome to reach out to the Lead Champions

Robert Thompson, Co-Chair, and Dora Tam, Academic Co-Chair