



Memorandum

Provost Office

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TO: Senate

FROM: Professor Lydia White, Associate Provost (Policies, Procedures and Equity)

SUBJECT: Annual Report on the *Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law* (2013-2014)

DATE: September 17, 2014

DOCUMENT #: D14-04

ACTION REQUIRED: INFORMATION APPROVAL/DECISION

ISSUE: The Annual Report on the *Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law* (2013-2014) is presented to Senate for information.

BACKGROUND & RATIONALE: The *Policy on Harassment, Sexual Harassment & Discrimination Prohibited by Law* calls for the Provost to report annually to on the operation of the Policy. The report covers educational activities as well as the work of the harassment assessors appointed under the policy.

MOTION OR RESOLUTION FOR APPROVAL: N/A

PRIOR CONSULTATION: N/A

NEXT STEPS: N/A

APPENDICES: Annual Report on the *Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law* (2013-2014)

2013-2014 ANNUAL REPORT POLICY ON HARASSMENT, SEXUAL HARASSMENT AND DISCRIMINATION PROHIBITED BY LAW

1. Introduction

The *Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law* (henceforth, ‘the Policy’) came into force in April 2006. It calls for the Provost to report annually to Senate on the application of the Policy. The 2013-2014 report covers the period June 1st 2013 to August 31st 2014, the eighth year in which the Policy has been in effect.

The objectives of the Policy include promotion of awareness (through education and other proactive efforts) about equity issues, particularly as they relate to harassment and discrimination, within the University community, as well as the provision of procedures to address complaints of harassment, sexual harassment and discrimination prohibited by law.

2. Review of the Policy

During the 2013 calendar year, the Policy was reviewed by a working group convened in accordance with Section 8 of the Policy. The working group made recommendations for changes to the Policy which were approved by Senate in December 2013 and the Board of Governors in January 2014 and have since been implemented.

3. Promotion of Awareness

The promotion of awareness on equity-related matters is part of the mandate of the Social Equity and Diversity Education (SEDE) Office, which is committed to fostering a fair and inclusive environment that respects the dignity of each member of the McGill Community. SEDE has engaged in a number of activities in 2013-14 relating to the objectives of the Policy, including training and workshops on topics in diversity and discrimination, public events, special consultations, and more. Details are provided in Appendix 2, and on the SEDE website at http://www.mcgill.ca/equity_diversity/.

In addition, a website relating to the Policy was initiated in 2012, to make the procedures for submitting complaints more transparent and easier to find. The website can be found at <http://www.mcgill.ca/harass/>. This year our reporting forms have been updated. Form-fillable versions are available from this website.

4. Handling of Complaints

Harassment complaints are handled by a minimum of 8 assessors, appointed by Senate (see Appendix 1). The following tables provide statistical information on the handling of complaints under the Policy for the eight years since the Policy has been in operation.

4.1 Grounds of Enquiry/Complaint

In 2013-2014, there were 24 enquiries/complaints, representing a decrease over previous years and below the average of 37 per year over eight years. Table 1 shows that, as in previous years, the largest number of enquiries and complaints concerned harassment.

4.2 The Parties

The parties involved as potential complainants and respondents are shown in Tables 2, 3 and 4. Graduate students and academic staff represent 63% of complainants and academic staff represent the majority of respondents (46%) in 2013-14, slightly lower than 2012-13 (53%).

4.3 Outcomes

Possible outcomes of an inquiry or a complaint are as follows:

- i. complainant makes enquiry and decides to take no further action under the policy;
- ii. informal resolution, before or after an investigation;
- iii. formal resolution following an investigation.

Outcomes of complaints are shown in Table 5. Of the total contacts made in 2013-14, 16 (67%) did not proceed beyond the enquiry stage and one case (5%) was withdrawn. One case (5%) was resolved informally, while six (25%) went to formal resolution.

Table 6 provides basic information with respect to decisions in those cases involving formal resolution, in particular as to whether the complaint was deemed to be founded or not founded, and the types of measures undertaken.

5. Conclusion

We would like to take this opportunity, on behalf of all members of the University, to publicly thank all those who have served or are continuing to serve as Assessors pursuant to the Policy. We would particularly like to thank the outgoing Assessors, Ms. Elvie Coletta and Professor Prakash Panangaden. The University community is most appreciative of the dedication that the Assessors bring to this very important role, the integrity with which they fulfill their mission, and the time and energy they devote to ensuring the well-being of all members of the University community and the harmonious resolution of disputes.

Table 1: Grounds of Enquiry/Complaint

	13/14	12/13	11/12	10/11	09/10	08/09	07/08	06/07
Discrimination	2 (8%)	1 (3%)	5 (21%)	5 (12%)	6 (17%)	1 (4%)	6 (14%)	1 (2%)
Harassment	17 (71%)	27 (73%)	15 (62.5%)	20 (46.5%)	24 (61%)	15 (58%)	18 (41%)	39 (60%)
Sexual Harassment	2 (8%)	5 (13%)	1 (4%)	4 (9%)	7 (19.5%)	10 (38%)	12 (27%)	18 (28%)
Mixed	1 (4%)	4 (11%)	3 (12.5%)	14 (32.5%)	2 (5.5%)	-	8 (18%)	7 (11%)
Total	24	37	24	43	39	26	44	65

Table 2: Status of the Parties

	Complainant							
	13/14	12/13	11/12	10/11	09/10	08/09	07/08	06/07
Undergrad Student	3 (13%)	1 (2.5%)	5 (21%)	8 (18.5%)	5 (11%)	10 (38%)	12 (27%)	23 (35%)
Graduate Student	6 (25%)	15 (41%)	8 (33%)	9 (21%)	8 (22%)	3 (11%)	10 (23%)	3 (5%)
Academic Staff	9 (38%)	6 (16%)	5 (21%)	3 (7%)	4 (10%)	2 (8%)	9 (21%)	19 (29%)
Admin/ Support	3 (13%)	10 (27%)	5 (21%)	21 (49%)	13 (33%)	9 (35%)	12 (27%)	16 (25%)
Other	3 (13%)	5 (13.5%)	1 (4%)	2 (4.5%)	9 (25%)	2 (8%)	1 (2%)	4 (6%)
Total	24	37	24	43	39	26	44	65

Table 2 continued

	Respondent							
	13/14	12/13	11/12	10/11	09/10	08/09	07/08	06/07
Undergrad Student	1 (4%)	-	2 (8.5%)	4 (10%)	2 (5%)	5 (19%)	13 (30%)	22 (34%)
Graduate Student	1 (4%)	2 (5%)	4 (16.5%)	3 (7%)	4 (11%)	2 (8%)	4 (9%)	-
Academic Staff	12 (46%)	20 (53%)	12 (50%)	13 (30%)	15 (42%)	12 (46%)	13 (30%)	19 (29%)
Admin/ Support	5 (19%)	8 (21%)	3 (12.5%)	16 (37%)	10 (28%)	6 (23%)	13 (30%)	20 (31%)
Other	7 (27%)	8 (21%)	3 (12.5%)	7 (16%)	5 (14%)	1 (4%)	1 (2%)	4 (6%)
Total	26	38	24	43	36	26	44	65

Table 3: Party by Party

Complainant	Respondent	13/14	12/13	11/12	10/11	09/10	08/09	07/08	06/07
UG student	Undergrad student	-	-	2	3	3	5	7	14
	Grad student	-	-	1	1	-	-	1	-
	Academic staff	-	1	1	1	2	5	1	5
	Admin/Support	3	-	-	1	-	-	3	4
	Other	-	-	1	2	-	-	-	-
Grad student	Undergrad student	-	-	-	1	-	-	-	-
	Grad student	1	2	2	2	2	2	2	-
	Academic staff	3	8	5	5	6	1	7	3
	Admin/Support	-	2	-	-	-	-	1	-
	Other	2	3	1	1	1	-	-	-
Academic staff	Undergrad student	-	-	-	-	-	-	6	8
	Grad student	-	-	1	-	-	-	1	-
	Academic staff	9	5	4	-	3	2	2	11
	Admin/Support	-	-	-	-	-	-	-	-
	Other	1	1	-	3	-	-	-	-
Admin/Support Staff	Undergrad student	-	-	-	-	-	-	-	-
	Grad student	-	-	-	-	2	-	-	-
	Academic staff	-	4	2	6	1	3	3	-
	Admin/Support	2	5	3	15	10	6	9	16
	Other	1	2	-	-	-	-	-	-
Other	Undergrad student	-	-	-	-	-	-	1	4
	Grad student	-	-	-	-	1	-	-	-
	Academic staff	-	2	-	1	3	1	-	-
	Admin/Support	-	1	-	-	1	-	-	-
	Other	3	2	1	1	4	1	-	-
Total		25	38	24	43	39	26	44	65

Table 4: Gender of Complainants and Respondents

	13/14		12/13		11/12		10/11		09/10	
	Comp.	Resp.	Comp.	Resp.	Comp.	Resp.	Comp.	Resp.	Comp.	Resp.
Female	14	6	25	13	9	4	30	9	30	24
Male	10	13	9	23	15	13	13	28	9	11
Unknown	0	6	1	2	-	7	-	6	-	4
Total	24	25	35	38	24	24	43	43	39	39

Table 5: Outcomes

	5a. Enquiry Only							
	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7
Discrim	2	1	4	5	3	1	5	-
Harass	12	16	10	15	14	9	12	23
Sexual harass	2	4	1	3	3	5	6	12
Mixed	-	1	2	7	-	-	4	3
Totals	16 (67%)	22 (60%)	17 (71%)	30 (70%)	20 (51%)	15 (58%)	27 (61%)	38 (60%)

	5b. Withdrawn							
	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7
Discrim	-	-	1	-	2	-	-	-
Harass	-	3	-	3	2	1	2	2
Sexual harass	-	-	-	1	-	3	2	-
Mixed	1	2	-	3	-	-	-	-
Totals	1 (5%)	5 (14%)	1 (4%)	7 (16%)	4 (11%)	4 (15%)	4 (9%)	2 (2%)

	5c. Informal Resolution							
	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7
Discrim	-	-	-	-	3	-	1	1
Harass	1	3	2	-	5	-	2	13
Sexual harass	-	-	-	-	-	-	3	4
Mixed	-	-	-	1	2	-	2	4
Totals	1 (5%)	3 (8%)	2 (8%)	1 (2%)	10 (28%)	-	8 (18%)	22 (34%)

	5d. Formal Resolution							
	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7
Discrim	-	-	-	-	-	-	-	-
Harass	-	7	3	2	3	5	2	1
Sexual harass	-	1	-	-	2	2	1	2
Mixed	6	1	1	3	-	-	2	-
Totals	6 (25%)	9 (24%)	4 (16.5%)	5 (12%)	5 (14%)	7 (27%)	5 (12%)	3 (5%)

Table 6: Formal Resolution Decisions

	Formally Resolved							
	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7
Founded	1	2	1	2	2	2	2	2
Not Founded	5	4	3	3	3	5	3	1

	Discipline								Other Measures							
	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7	13/14	12/13	11/12	10/11	9/10	8/9	7/8	6/7
Founded	-	1	-	2	2	2	1	1	1	1	1	-	2	2	2	2
Not Founded	-	-	-	-	-	-	1	-	3	-	1	-	-	3	2	-

Appendix 1
2013 - 2014 Harassment Assessors

Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law

5.1.1 The Provost shall consult with the university-level student associations, staff associations and unions on the appointment of at least eight (8) Assessors from the University community. The appointment of the Assessors shall be approved by Senate. The Assessors shall report directly to the Provost.

5.1.2 The Assessors shall be employees or appointees of the University. Half shall be chosen from the members of academic staff and half from the members of administrative and support staff (excluding staff in academic administrative appointments). At least one of the Assessors shall be from Macdonald Campus.

Professor Lara Braitstein, Religious Studies

Professor Danielle Donnelly, Agricultural & Environmental Sciences

Professor Ronald Gehr, Engineering

Professor Prakash Panangaden, Science

Ms. Elvie Coletta, Research & Restricted Funds

Me. Charmaine Lyn, Office of Admissions, Faculty of Medicine.

Mr. Andrew Staples, Institute of Islamic Studies

Mr. David Syncox, Teaching & Learning Services (Coordinator of the Assessors)

Appendix 2. Social Equity and Diversity Education – Equity Education Activities 2013-2014

1. Made-to-Measure Trainings (designed for a specific unit or job function; delivered on the request of a unit, or when a unit or job function is identified as a strategic priority; 11 workshops with 328 participants)		
Participants	Topic(s) Covered	Date
Office of Admissions, Equity, and Diversity, Faculty of Medicine (9)	Social determinants of health	June 2013
SSMU Exec(6)	Integrating equity practice into student government	June 2013
Floor Fellows (90)	Creating inclusive social norms; how to speak up and model inclusive behaviour	Aug. 2013
Teaching Assistants (8)	Engaging with diversity in the classroom	Sept. 2013
Student Leaders (20)	Engaging with Diversity in Student Activities	Oct. 2013
SSMU Staff Training (82)	Engaging with Diversity in Office and Service Settings	Nov. 2013
Speech Language Pathology (30)	Engaging with Diversity in Service Provision	Nov. 2013
Peer Counselling (35)	Race and Culture, Gender Identity, Disability	Nov. 2013
McGill Office of Sustainability (8)	Integrating Equity and Diversity Lenses into Sustainability Work	Sept – Dec 2013
School of Social Work (30)	Resources and Recourses at McGill	Feb. 2014
Comparative Medicine and Animal Resources Centre (8)	Creating Safer Spaces	March 2014
Faculty of Education – DISE (20)	Faculty Development Workshop	May 2014

2. Safer Spaces Workshop Series (Regular trainings for staff, faculty, and student leaders, offered in partnership with Teaching and Learning Services, Human Resources, and the Skillsets Learning Series for Graduate Students.)
<p>Workshops: 10 workshops, 5 per term, including Understanding Discrimination; Sexual Orientation and Gender Identity; Race and Cultural Identity; Disability, Access, and Universal Design (designed and delivered by the OSD) and Indigenous Perspectives (adapted from the Aboriginal Perspectives workshop created by First Peoples’ House, designed and delivered by First Peoples’ House) . Registration in 2013-14 totaled 160 participants, a 37% increase from 2012-13.</p> <p>Pre and post evaluations demonstrate that participants consistently rate themselves as having gained significant awareness and skills during the course of the workshops, including skills for intervening when witnessing discrimination on campus, knowledge of the resources available to support indigenous people on campus, and an increased ability to intervene in instances where they witness discrimination happening on campus.</p>

Appendix 2. Social Equity and Diversity Education – Equity Education Activities 2013-2014

3. Consultations and Special Projects		
Partner	Topic(s) Covered	Date
First Year Office – Orientation and Frosh Leader Training	Inclusion and Diversity	June – Aug 2013
Residence Life	Support for new anti-oppression programming initiatives	Ongoing
Equity Subcommittee on Queer People	Work in support of the committee’s mandate	Ongoing
Race and Ethnic Relations Equity Subcommittee	Work in support of the committee’s mandate	Ongoing
Subcommittee on Equity for First Peoples	Work in support of the committee’s mandate	Ongoing
Enrolment Services	Development and implementation of communications strategy for expanded implementation of Preferred First Name procedure	June – Nov 2013
Campus and Space Planning, OSD, Queer McGill, Equity Subcommittees on Persons with Disabilities, Queer People	Coordination of project to increase presence and profile of accessible bathrooms on campus	Ongoing
Deputy Provost (Student Life and Learning)	Sexual Assault Forum and follow up	Dec. 2013 - Ongoing
Teaching and Learning Services, Office for Students with Disabilities	Committee for the Inclusion of Diverse Learners: ongoing work to identify points of collaboration to increase access for students from marginalized communities	Ongoing
Counselling Services	Collaboration to coordinate intensive trans* competency training for front line student services staff	Nov. 2013 – Feb. 2014
Campus Life and Engagement	Consult on Leadership in Global Context Workshop	Oct. – Nov. 2013
Communications and External Relations	Provided comments and support for the University’s submission to the National Assembly on Bill 60/Charter of Quebec Values	Dec. 2013 – Jan. 2014
Human Resources	Creating snapshot of current McGill workforce and developing and delivering training for HR Advisors on Employment Equity	Jan. – May 2014
SEDE	Public Awareness Strategy: developing new multimedia strategies to disseminate equity educational materials to a broader McGill audience	Ongoing
Associate Provost – Policies, Procedures and Equity	Participation in review process, communications development for Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law	2013

Appendix 2. Social Equity and Diversity Education – Equity Education Activities 2013-2014

4. Events and Presentations (forums, conferences, lectures, etc.; 8 events or presentation with a total of 925 participants)		
Partners	Event(s)	Date
TLS and OSD	CACUSS Conference Presentation: Including Diverse Learners, 15 participants	June 2013
OSD	AHEAD Conference Presentation: Joining Forces to Make a Difference, 15 participants	July 2013
SSMU, First Year Office	“McGill Experts” Orientation Panel, 100 participants	Sept. 2013
SSMU, FPH, Office of the Dean of Students, PGSS, Native Friendship Centre of Montreal, Wapikoni Mobile, Indigenous Access McGill, Aboriginal Law Students’ Association, KANATA, Indigenous Student Alliance, McGill Centre for Human Rights and Legal Pluralism	3 rd Annual Indigenous Awareness Week, 510 participants	Sept. 2013
School of Social Work, IGSF, Native Friendship Centre of Montreal	Two-Spirits Today: Indigenous Voices from the LGBTQ Community Panel, 60 participants	Nov. 2013
Equity Subcommittee on Queer People, Queer McGill	Return to the Rainbow Reception during Homecoming; LGBTQ Alum, as well as current staff, faculty and students, 150 participants	Homecoming 2013
Residences	Charter Support Group	Nov. 2013
IGSF, SSMU Equity	McGill Inclusif Launch Meeting, 50 participants	Dec. 2013
International Student Services	I-Week Panel, 15 participants	Feb. 2014
QPIRG	Discussion Group on the Charter of Quebec Values, 10 participants	Feb. 2014