



**Carleton**  
UNIVERSITY

Canada's Capital University

# Sexual Violence Policy Review Consultation Process

Community Relations and Advancement  
April 10, 2019



- Transparency through a dedicated website
  - Work plan with updates
  - Anonymous feedback form
  - All communications, workshops and meetings listed
  - All feedback received will be posted online
- Multiple opportunities and formats for stakeholders to provide feedback
  - Anonymous online form, email, workshops, meetings
- Proactive consultation meetings with key stakeholder groups
- Design-Thinking Workshops
  - Externally facilitated session that uses hands-on methods to co-create feedback



- Commitment to communicate to all members of the Carleton community throughout each phase of the consultation process:
  - Email from the President to the Carleton community (faculty, staff, students)
  - Undergraduate and graduate student websites
  - Carleton Mobile app
  - MyCarleton Portal post
  - Facebook and Twitter
  - Undergraduate and graduate student newsletters
  - Carleton Top 5
- A list of all communications sent throughout the consultation process, with dates, is available on the website

[carleton.ca/sexual-violence-support/sexual-violence-policy-consultation](http://carleton.ca/sexual-violence-support/sexual-violence-policy-consultation)

Phase	Timeline
Pre-Consultation Phase	August 2018
Process Consultation Phase	September 2018
Listening Phase	October - November 2018
Tactical Phase	November - December 2018
Drafting Phase	Mid-January - February 2019
Fine-Tuning Phase	March 2019*
Finalization and Approval Phase	April 2019

*\*The original plan was to begin this phase in February 2019, but was updated to March 2019 to allow sufficient time for consultation on the revised draft of the policy with tracked changes during the drafting phase – 45 Days*

- August 2018
- Pre-consultation on the consultation process
- Reached out to key stakeholders in advance
  - Sexual Violence Prevention and Education Committee
  - Human Resources
  - CUSA
  - GSA
  - OurTurn
- Goal was to gather feedback in advance of releasing the work plan and consult stakeholders on the proposed consultation process

**Pre-Consultation  
Phase**

Process  
Consultation  
Phase

Listening  
Phase

Tactical  
Phase

Drafting  
Phase

Fine-Tuning  
Phase

Finalization  
Phase

- September 2018
- Launched the Sexual Violence Policy Review website
- Posted the draft work plan online
- Feedback collected by anonymous form or email
  - All feedback received was posted online

Pre-Consultation  
Phase

**Process  
Consultation  
Phase**

Listening  
Phase

Tactical  
Phase

Drafting  
Phase

Fine-Tuning  
Phase

Finalization  
Phase

- October – November 2018
- Posted the final work plan online
- Gathered feedback on the current Policy
  - 14 anonymous form submissions
  - 4 emailed responses
  - 1 Charlatan editorial
  - 13 Design-Thinking Workshops (22 people attended)
  - Stakeholder meetings with: CUSA, GSA, CASG, RRRA, OurTurn, CUASA, CUPE 910, CUPE 2424, CUPE 3778, CUPE 4600, OPSEU 404 (28 people involved)
- Identified main themes in three areas: Policy Administration, Response and Education and Continuous Improvement

Pre-Consultation  
Phase

Process  
Consultation  
Phase

**Listening  
Phase**

Tactical  
Phase

Drafting  
Phase

Fine-Tuning  
Phase

Finalization  
Phase

- November – December 2018
- Translated the feedback we received into actionable changes to the Policy
- Discussed changes and tracked them in the current Policy
- Compiled a feedback report and posted online
  - Lists all online submissions and aggregate data from consultation meetings and Design-Thinking Workshops
  - Provides explanation and rationale on all decisions (included, not included in the Policy)
- Identified feedback items for the Campus Strategy on Sexual Violence Prevention

Pre-Consultation  
Phase

Process  
Consultation  
Phase

Listening  
Phase

**Tactical  
Phase**

Drafting  
Phase

Fine-Tuning  
Phase

Finalization  
Phase



- Mid-January – February 2019
- Posted the draft version of the revised Policy with tracked changes and a feedback report outlining all feedback received with university responses
- Gathered feedback on the draft revisions
  - 80 anonymous form submissions (66 were template submissions)
  - 5 emailed responses
  - 1 open letter
  - 1 Charlatan editorial
  - 6 Design-Thinking Workshops (15 people attended)
  - 3 individual consultation meetings as requested
  - Stakeholder meetings with: CASG Council, CUSA, CUSA Council, RRRRA, CUASA, CUPE 4600, CUPU, OPSEU 404, Student Governors, Governance Committee (~80 people involved)

*Other unions and groups either did not respond or declined to meet*

Pre-Consultation  
Phase

Process  
Consultation  
Phase

Listening  
Phase

Tactical  
Phase

**Drafting  
Phase**

Fine-Tuning  
Phase

Finalization  
Phase

- March 2019
- Refined revisions to the draft changes based on new feedback received
- Compiled a feedback report and posted online
  - Lists all online submissions and aggregate data from consultation meetings and Design-Thinking Workshops
  - Provides explanation and rationale on all decisions (included, not included in policy)
- Finalizing the Campus Strategy on Sexual Violence Prevention

Pre-Consultation  
Phase

Process  
Consultation  
Phase

Listening  
Phase

Tactical  
Phase

Drafting  
Phase

**Fine-  
Tuning  
Phase**

Finalization  
Phase

- Governance Committee review of the revised Policy
- Senior Management Committee review of the revised Policy
- Community Relations and Advancement review of consultation process
- Governance Committee – April 15, 2019
- Board of Governors Executive – April 15, 2019
- Board of Governors approval – April 25, 2019 (pending)

Pre-Consultation  
Phase

Process  
Consultation  
Phase

Listening  
Phase

Tactical  
Phase

Drafting  
Phase

Fine-Tuning  
Phase

**Finalization  
Phase**



- Release of updated Sexual Violence Policy to the Carleton community pending Board of Governors approval
  - Email from the President to the Carleton community (faculty, staff, students)
  - Undergraduate and graduate websites
  - Carleton Mobile app
  - MyCarleton Portal post
  - Facebook and Twitter
  - Undergraduate and graduate student newsletters
  - Carleton Top 5
- Finalizing the alternative resolution process
- Release of the Campus Strategy on Sexual Violence Prevention
- Enhanced support tools, including a flow-chart, to navigate the Policy
- Enhanced sexual violence training

- Provided many opportunities and formats for members of the Carleton community to provide feedback
- We were able to meet with all groups who wished to provide feedback
- Anecdotal feedback from members of the community has been that our review process was very transparent
  - All community outreach initiatives (workshops, communications, meetings) and all feedback received has been posted online
- Status of Women Canada gave great feedback on our consultative review process
- uOttawa, Ryerson, Guelph and Windsor have all inquired about adapting our consultation process for their own Sexual Violence Policy reviews

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# Questions?

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**THANK YOU!**

[carleton.ca/sexual-violence-support/sexual-violence-policy-consultation](https://carleton.ca/sexual-violence-support/sexual-violence-policy-consultation)