

# Report on Sexual Violence Policy Review Feedback

Listening Phase

Equity and Inclusive Communities and Office of the Vice-President (Students and  
Enrolment)  
February 14, 2022

## Overview

The following report is a summary of the feedback received on Carleton's Sexual Violence Policy throughout the listening phase of the consultation work plan.

### Consultation Meetings

Throughout the listening phase of the consultation process, the Office of Student Affairs, Health and Counselling Services, and the Office of Quality Initiatives met with key stakeholder groups on-campus. Consultation meetings occurred with:

- Carleton University Students' Association (CUSA)
- CUASA
- CUPE 4600
- CUPE 2424
- Sexual Violence Prevention and Education Committee
- Other individuals as requested

### Information and Feedback Sessions

A total of 21 information and feedback sessions were scheduled for members of the Carleton community which were a combination of open sessions for the general population as well as closed sessions for groups who traditionally experience oppression and marginalization. In total, 13 people participated in these consultations.

Information and feedback sessions were held for:

- Administrative Staff
- Management Staff
- Faculty
- Contract Instructors
- Students
- Graduate Students
- Teaching Assistants
- Racialized Students
- International Students
- Residence Students
- Indigenous Students
- 2SLGBTQ+ Students
- Students with Disabilities

The objective of these sessions was to host a supportive, creative space wherein members of the community can provide their feedback on the Sexual Violence Policy. To provide insight into how the feedback from the consultation sessions, we have included the consultation guide with the question list for these sessions as an appendix.

### Online Feedback

During the listening phase, there were 12 anonymous form submissions and 0 emailed responses. This online feedback is presented as submitted.

## Main Themes

Throughout the listening phase of the consultation process, several main themes emerged from the feedback provided:

- **Policy Administration:**
  - Accessibility of the Policy
  - Accommodations and Support
  - Inclusivity of the Policy
  - The Sexual Violence Review Committee
  
- **Response**
  - Formal Process
  - Interim Measures
  
- **Prevention and Education**
  - Commitment to Education
  - Sexual Violence Prevention and Education Committee

This report has been organized by these themes and has the aggregated feedback received during the listening phase of the consultation process. This feedback has been examined and assessed in the review of the Sexual Violence Policy. Responses to the feedback received have also been included.

## Policy Administration

### *Accessibility of the Policy*

Related to the clarity of the Sexual Violence Policy, we received feedback on how to make the policy and processes more accessible and comprehensible. The suggestions we received were:

- Having a reference sheet for students, staff, and faculty that summarizes the formal reporting process (i.e. how and where to report) as well creating social media graphics
- A website that can be a central point to find information and that summarizes the policy (i.e. flowcharts and roadmaps)
- Having a middle person clearly explain the steps of a formal complaint process
- Use accessible language
- Clearly defining what actions constitute sexual violence

### **University Response**

A website has been created ([carleton.ca/sexual-violence-policy](http://carleton.ca/sexual-violence-policy)) to host information related to the Sexual Violence Policy including current and previous consultation processes and related resources. Following the consultation process in 2018-2019, the University developed a one-pager document outlining the reporting process and options for both formal and informal complaints. This has been made available on the Sexual Violence Policy website and will continue to be promoted across the campus and on appropriate websites.

As noted in section 6.5(a) of the Policy, an Equity and Inclusive Communities (EIC) Advisor will make every effort to assist the person by providing information on methods available to facilitate a resolution and/or describing the formal and informal process.

The term “sexual violence” is defined in the policy under section 4.1 and is based on the definition in Bill 132.

### ***Accommodations and Support***

The following feedback was received regarding survivor-centric support options and accommodations offered through the Sexual Violence Policy:

- Ensure that outreach is made to all University members on available support options
- Clarify that survivors can access accommodations and supports on campus throughout any stage of a formal complaint process or police investigation
- More clarity on what types of accommodations can be made available to survivors and the process to receive them
- Differentiate between urgent supports and supports that require appointments (i.e. Having more emphasis on counselling for emergency disclosures, but policy states that CSS will respond in emergencies)

### **University Response**

The Sexual Violence Prevention and Education Committee (SVPEC) will work in collaboration with Equity and Inclusive Communities (EIC) to ensure the continued communication of various support services and accommodations, which are available relating to sexual violence are shared with the community via EIC’s website, social media, and public awareness campaigns.

Section 6.5(a) of the Policy outlines interim academic or employment accommodations or other measures that can be put in place when a person reports sexual violence.

Updates have been made to section 6.5(a) of the revised draft of the Policy to clarify that when a person reports sexual violence to Campus Safety Services and/or EIC, they will be provided with the option to be contacted by an EIC Advisor who will offer support and present the options available to them in a timely and supportive way.

Supports from EIC can include a referral to Health and Counselling Services, academic accommodations, employment accommodations, etc. Members of the University community can access accommodations by contacting EIC via email or phone to arrange accommodation support. If a complainant has submitted a formal complaint, they can receive support and accommodation from EIC at any stage of the process.

### ***Inclusivity of the Policy***

Feedback was received regarding the inclusivity of diverse lived experiences of sexual violence under the policy and the intersectional impacts. The following concerns were highlighted:

- Account for the impacts Contract Instructors experience when navigating supports/reporting options since they experience more job precarity
- Acknowledge that Teaching Assistants and Contract Instructors are experiencing online sexual harassment as classes are taught remotely
- Acknowledge that the culture within departments across campus may pose barriers to reporting and disclosure
- Include the intersectional experiences of sexual violence for international students
- More clarity on what the policy considers the Carleton community and the online community as many members are working and studying remotely
- The definition of “sexual violence,” should be expansive around experiences of online sexual violence

## **University Response**

It is the University's commitment to provide and/or make available to members of the University community education and awareness training on this Policy and on the prevention of sexual violence, with content tailored to the audience and relevant to their role and responsibility in responding to and addressing sexual violence. These audiences include departments across campus. This work falls under the purview of the Sexual Violence Prevention and Education Committee (SVPEC).

Contract Instructors and Teaching Assistants can receive confidential support from Carleton's Sexual Assault Support Centre. An EIC Advisor will share information on what options are available and what EIC or other University departments may do to intervene in the situation.

The Policy addresses intersectionality through section 1.1: "Carleton acknowledges that individuals who are members of equity-seeking groups who experience intersecting forms of disadvantage based on the protected grounds in the Ontario Human Rights Code may be disproportionately affected by sexual violence and its consequences."

The term "sexual violence" is defined in the Policy under section 4.1 and is based on the definition in Bill 132. Sexual harassment occurring on online platforms is a form of sexual violence under this Policy.

## ***The Sexual Violence Review Committee***

We heard the following concerns about the composition of the SVRC and its role:

- Concerns with lack of representation of students and non-management staff
- Clarification on how members of the SVRC are selected and why the committee is comprised of senior-level management
- The addition of a student union group (CUSA) to represent the experiences of students
- Concerns about barriers to reporting to the SVRC due to its composition

## **University Response**

Carleton University believes that the best practice for reviewing formal cases of sexual violence is to have a committee to review each case following an investigation by a trained expert investigator. Based on feedback received during the previous consultation process in 2018-2019, a conflict of interest provision was added as section 8.8. Further, the Policy states that members of the SVRC may have a designate as per section 6.5(c).

All members of the SVRC receive sexual violence and procedural fairness training as stated in section 6.5(c) of the policy. Procedural fairness training is provided by the Ottawa Rape Crisis Centre and is trauma-informed. This half-day training is provided annually to all members of the SVRC. As part of the formal process, Carleton also relies on legally trained investigators who have a background in sexual violence investigations. Sexual violence training is also provided by Equity and Inclusive Communities. The University is legally responsible for reviewing and making decisions related to sexual violence complaints and senior management individuals have the training, experience, fiduciary responsibility as well as obligations to ensure confidentiality and privacy. It would be inappropriate to have students and non-management staff on the SVRC committee reviewing and making decisions related to sexual violence. Students and non-management staff can and do serve on the Sexual Violence Prevention and Education Committee.

## Response

### Formal Process

Feedback was received on the formal complaint process and the outcomes of an investigation. There was feedback specific to the decisions of the Sexual Violence Review Committee on punitive and non-punitive sanctions.

- It was suggested to ensure there are multiple pathways to reporting and that the process is streamlined for students, staff, and faculty
- Enact more punitive sanctions for respondents such as a zero-tolerance standard
  - An example provided was eviction from Residence as a preventative measure for possible further harm without a formal process
  - Include stricter punishments in the policy in addition to a letter of apology or counselling sessions.
- Clarity on when a complainant and/or respondent is external to Carleton
- Importance on non-punitive options of accountability for respondents such as:
  - Restorative justice process
  - Consent training
  - Submitting a care report to respondents
- Clarify the alcohol/drugs disclosures in the policy
- Concerns were raised on the importance of confidentiality for staff or faculty complainants, particularly with their directors and management
- Concern on the 15-day limit to submit an appeal
- Questions were raised on annual reporting/stats for sexual violence disclosures

### University Response

The process for filing a formal complaint is described in section 9.1 of the Policy. The University continues to distribute the Responding to Disclosures of Sexual Violence document to faculty and staff annually to provide information on how to respond to a disclosure and provide support.

Following the review of the report and any representations, the Sexual Violence Review Committee will make its decision and can recommend consequences or measures as are appropriate as outlined in section 9.7 of the Policy. Consequences or measures in response to sexual violence will depend on the circumstances, on the severity of the conduct, on any mitigating factors and on applicable collective agreements or other University policies. Section 9.7 (c) outlines a list of examples of consequences and measures that are not meant to be exhaustive nor necessarily represent a progression of consequences or measures.

As described in section 9.1 of the Policy, only a person who reports experiencing sexual violence (the “Complainant”) can choose to file a formal complaint under this Policy. A formal complaint can be filed if the Respondent is a member of the University community and was a member of the University community at the time of the incidents alleged in the formal complaint. While the University does not have jurisdiction to address allegations made against a person who is not a member of the University Community, the University will provide support to Complainants and may be able to take measures such as restricting access to campus by the person against whom the allegations are made.

As noted in section 8.9 of the Policy, a complainant who discloses or reports sexual violence will not be subject to actions for violations of university policies related to drug and alcohol use at the time the sexual violence took place.

During the previous consultation process in 2018-2019, we received initial feedback that the appeal time limit of 10 days was too short and other feedback that a proposed revision for 30 days was too long. In order to compromise between the two suggestions, the timeline was revised to be 15 days.

Section 7 of the Policy outlines confidentiality. Specifically, that all reports and disclosures of sexual violence to the University will be treated in a confidential manner and in accordance with the Freedom of Information and Protection of Privacy Act (FIPPA) and with the provisions of applicable collective agreements.

Annual statistics on the number of disclosures received within a calendar year are collected as outlined in sections 2.1(i) and 5.3 of the Policy. These Annual Reports of Sexual Violence are published annually on the website.

### **Interim Measures**

Comments were raised regarding the interim measures in the Sexual Violence Policy.

- The policy should clarify the length of interim measures
- Make clear the difference between interim measures, an informal resolution, and sanctioned outcomes after a formal complaint process
- It is suggested that interim measures should be in place for a long duration of time, regardless of a survivor chooses to file a formal complaint or not
- Concern that interim measures should reflect the needs of staff and faculty who are survivors (i.e. duration of measures)

### **University Response**

The duration of interim measures and accommodations are determined in accordance with the needs of the survivor, the specific circumstances and the safety of the community.

With regards to differentiating between an alternative resolution interim measures and sanctioned outcomes after a formal complaint process, section 8.10 of the Policy outlines that in appropriate circumstances, a Complainant may be willing to resolve the matter before an investigation is commenced or completed, or before a decision is made by the SVRC. Examples of alternative resolution include mediation/facilitation, restorative justice, education or similar methods. Whereas in a formal complaint process, section 9.7(a) states that upon reviewing and considering the final investigation report and any representations made by the Complainant and the Respondent or other person at its meeting with them, the Sexual Violence Review Committee will recommend consequences or measures it considers appropriate to remedy or mitigate any academic or employment harm or disadvantage arising from the complaint, to prevent its reoccurrence and to ensure the safety of all individuals.

## **Prevention and Education**

### **Commitment to Education**

To ensure the prevention of sexual violence, an ongoing commitment to education and training has been emphasized as essential. Suggestions include:

- Commitment to creation and implementation of ongoing education and training for all members of the Carleton community
- Mandatory training for all first-year students and university staff
- Ensure training covers bystander intervention and forms of online sexual harassment
- Explore the possibility of developing an online course

### **University Response**

The University is committed to the education, prevention, and awareness of sexual violence as described in section 5.1 of the Policy. A Campus Sexual Violence Prevention Strategy, *Honouring Each Other: Building Consent Cultures on campus, together*, was created as a living document following the previous Sexual Violence Policy consultation in 2018-2019. This strategy provides a three-year map of activities that every single member of Carleton's campus can engage in, initiate in their own part of the community, or contribute to, to play their part in making this a safer campus for everyone.

Equity and Inclusive Communities continues to provide ongoing training to the community on topics of Bystander Intervention, Creating Consent Culture, Responding to Disclosures of Sexual Violence, and customized training are available upon request.

### **Sexual Violence Prevention and Education Committee**

Feedback that pertains to the role and composition of the Sexual Violence Prevention and Education Committee included:

- Increasing the number of student representatives on the committee
- Clarity on how members are selected to sit on the committee
- Creating a Sexual Violence Prevention Policy
- Having a representative from CUSA and RRRRA

### **University Response**

As stated in section 5.2 of the Policy, the Sexual Violence Prevention and Education Committee (SVPEC) has representation from students, staff, faculty and senior administrators. Individuals are invited to self-nominate/apply for the SVPEC. The University will ensure that student governments are provided with the opportunity to self-nominate to the SVPEC.

Though the SVPEC, Carleton University has developed Campus Sexual Violence Prevention Strategy, *Honouring Each Other: Building Consent Cultures on campus, together*. The objectives and strategies laid out in the strategy are based on a timeline of approximately three years but are subject to continuous review and updating in order to meet with the best practices and current culture surrounding prevention and education of sexual violence, as well as supporting survivors of sexual violence. Feedback from this consultation process will be assessed and included in the updated strategy.

### **Additional Feedback**

Overall the feedback received focused on the importance of survivor-centric supports, a commitment to prevention and education, and that the policy in its current form is robust, but there is some room for improvements.

Additional feedback received were in the following areas:

- Fund for sexual violence survivors
- Ensuring the policy is widely known to the community
- Clarifying the steps to receive an accommodation
- Focusing more on prevention efforts



### **University Response**

Responses to address this feedback are included in the comments found above. Carleton University is committed to having a survivor-centric policy while ensuring procedural fairness. The university thanks the Carleton community for this feedback as we continue to make draft revisions to the Sexual Violence Policy.

## Online Feedback

The following feedback was received through email and the anonymous feedback online form. Responses to address this feedback are included in this aggregate report. Carleton University is committed to having a survivor-centric policy while ensuring procedural fairness. The University thanks the Carleton community for their feedback throughout the extensive consultation and review process of the Sexual Violence Policy.

Date	Format	Content
18-Oct-21	Form	I would love to see professors include trigger warnings when discussing sexual violence in their classes. As a survivor I am often thrown off for the rest of my day when these topics are unexpectedly discussed in
20-Oct-21	Form	Thank you for the opportunity to provide feedback. As a staff member, as part of the policy I would encourage that students who are respondents in the process (during or pending an outcome at the conclusion) have their ability to serve in leadership roles (serving and directly interacting with other students), orientation, residence fellows, student government, mentors etc be paused. While this process occurs in some units, I believe it should be formalized in the policy. It is my feeling that students should be aware that they go through a behavior check before being provided the role, as this gives further opportunity for education, demonstrates the University commitment to the policy, and provides clear expectations to students. Interim measures should be left to senior leadership to determine (in order to mitigate harm and impact). I would also suggest high profile (and interaction) student leadership roles (including student government) be required to complete sexual violence training and education. Thank you for the opportunity to provide feedback and the care put forward to supporting survivors.
20-Oct-21	Form	Provide clarification on Campus Safety Service's role in the Sexual Violence Policy, specifically in survivors reporting incidents.
16-Nov-21	Form	It would be very helpful if there was an option to book counselling at Carleton and intake with the PMC via email or online, instead of by phone. For people who are experiencing mental health issues related to sexual assault, being forced to make a phone call to access support can be extra difficult. I saw my roommate delay accessing support because she did not feel mentally up to making a phone call to book an appointment. She has also started crying during these phone calls. She suggested that having an online/email option for booking appointments would be much easier.
18-Nov-21	Form	Hello, I have a friend who was raped on campus during their undergrad. The rapist was not only a student, but ended up on the student council. He was an active employee of the university, paid a high salary, and even after a full police process was still allowed to roam freely on campus. My friends and I encountered him face-to-face on campus many times. This is unacceptable. For the sake of the safety of your students, ensure that rapists are not allowed on campus - they can take online classes unless or until they are found wholly innocent in a court of law. You may also wish to consider the personal safety of the rapist, as they might want to consider the risk to their safety if they insist on imposing their presence on survivors and their angry overprotective friends. It'd be best for everyone involved to avoid physical confrontation. Keep them off our campus. At the bare minimum, forbid students with any history of sexual violence from gaining a seat on the student council or becoming employees of the university. Tolerating employees of that sort does not reflect well on your institution. Thank you for allowing anonymous feedback, as I have no desire to drag my friend back into dealing with their trauma after they've successfully overcome it and moved on with their life. I appreciate your efforts towards dealing with your gendered violence problem.
20-Nov-21	Form	Looking back at the past feedbacks, for now three years the university has refused to explain from where it got the idea that "consent cannot be given by a person whose judgement is impaired by drugs and/or alcohol"" especially when the following statement" It is not acceptable for a person who is said to have engaged in sexual violence to use their own consumption of alcohol and/or drugs as an excuse for their mistaken belief that there was consent."" makes it clear that people aren't absolved of their actions when impaired by substances. Why the double standards and why the silence on this point.

		Also, this policy boldly declares that consent can never be implied, again this is pretty radical and perplexing. How can there be any trust in a policy that puts the burden of proof on the accused and views the default state of sex as rape.
20-Nov-21	Form	The sexual violence policy should be renamed to "sexual misconduct policy" as it includes non violent offences (stalking, voyeurism, harassment)
24-Nov-21	Form	I am appalled and upset at Carleton's silence towards the acquittal of Edward Ekiyor and their silence on the case at the time. It seems the silence is to preserve their reputation, but fail to realize their silence in this has instilled a fear and concern among students that our institution helps matters that concern all students and particularly women be slid under the rug. This case affected and upset so many students, and it deserved and still does deserve to hold space within Carleton, Carleton knows its students are upset
02-Dec-21	Form	Reduce the number of victims - focus on prevention and education requirements
06-Dec-21	Form	Mandatory education for all students - even if it's a 30 minute presentation the first day. Students need to learn about the available resources, where/how to report, preventative measures, and consequences.
01-Feb-22	Form	I have worked with students who have gone through the process. The term "complainant" used to describe the Survivor has been a point of contention. I have heard from a few students that the term makes them feel like they are "just complaining". The other thing that might be helpful is if along with the official policy, there is a more accessible version of the process for students who have experienced sexual violence. It is an emotional time for them and as they are trying to figure out their next steps, it might be hard to sift through a 26 page document. Thank you for all of your hard work to ensure out students are supported!
03-Feb-22	Form	Now that the Sexual Violence Policy has been reasonably well-developed, a Sexual Violence Prevention Policy should now be developed with the goal of preventing sexual violence in the first place. Key components should include: === Measure the problem === - Administer school-wide anonymous surveys about sexual violence so the university can have a more realistic measurement of the state of sexual violence among its community and be able to measure whether its programs are successful in reducing sexual violence === Educate Students === - Mandatory information sessions for all students in residence should include: 1) a clear definition of sexual harassment/assault/violence; 2) statistics about the size of the sexual violence problem; 3) the ways in which sexual violence is encouraged (rape culture, toxic masculinity, victim-blaming); 4) the consequences of sexual violence on survivors; 5) the consequences for those who commit sexual violence; and 6) what to do if sexual violence occurs. - This training could be performed by each Residence Fellow using information provided by Carleton and with a trained professional support person available during the presentation. - Residence fellows should be trained on sexual violence prevention === Resources === - Critical phone numbers and websites should be posted on every floor of residence to facilitate reporting. - An official anonymous safe reporting feature on the Housing and Residence Life Services webpage where students could report violence or concerning behaviour - Carleton should provide transportation to a hospital should they request medical attention following sexual violence. === Standards of Safety === - Anyone accused of sexual violence should be removed from residence by default. Residence is too dangerous a place to have sexual perpetrators around other students.

## Appendix A: Information and Feedback Session Agenda

Duration: 1 hour

1. Welcome, land acknowledgement, introductions
2. Formal complaint process review: Storyboarding the ideal process
3. Answering Key Questions
4. Closing Remarks

### Contextual Note on These Sessions

These information feedback sessions are open to all members of the specified audience. The facilitators in the session will facilitate the workshop as folks who are external to the consultation process. They do not have a specific sexual violence lens. This is to ensure that the process is not perceived as biased and that all viewpoints are considered throughout.

The Sexual Assault and Trauma Counsellor will be in attendance at the information and feedback sessions and information on support services will be made available. If support is needed after the workshop, we encourage participants to contact the Sexual Assault Support Centre on campus at [equity@carleton.ca](mailto:equity@carleton.ca) or at 613-520-5622 or [Health and Counselling Services](#).

For feedback on the workshop, or anything related to this process, participants can email [svpolicy@carleton.ca](mailto:svpolicy@carleton.ca) or [submit anonymous feedback](#).