

BOARD OF GOVERNORS' 140th REGULAR MEETING

AGENDA

December 4, 2025
12:00 p.m. to 2:00 p.m.
Via Videoconference
[Public Registration Link](#)

PUBLIC SESSION					
No.		Topic	Lead	Allocated Time	Suggested Start Time
1		Call to Order	Chair	5	12:00 p.m.
2		Agenda (M)			
3		Conflict of Interest Declaration			
4		Chair's Remarks and Introductions			
5		President's Report	Steven Murphy	10	12:05 p.m.
6		Academic Council Report* (I)	Jemma Tam	5	12:15 p.m.
Committee Reports					
7		Audit & Finance (A&F) Report	Laura Money	10	12:20 p.m.
	7.1	2026-2027 Budget Planning* (D)			
8		Governance, Nominations & Human Resources (GNHR) Report	Gaurav Singh	5	12:30 p.m.
9		Strategy & Planning (S&P) Report – No Report	Eric Agius	-	-
10		Consent Agenda: (M)	Chair		
	10.1	Minutes of the Public Session of Board Meeting of October 9, 2025* (M)			
	10.2	Minutes of the Public Session of A&F Meeting of June 19, 2025* (I)			
	10.3	Minutes of the Public Session of GNHR Meeting of June 13, 2025* (I)			
		GNHR Public Reports:			
	10.4	2024-2025 Annual Consolidated Human Rights Office Report* (I)			
	10.5	Respectful Campus Policy* (M)			
11		Adjournment (M)	Chair		12:35 p.m.

NON-PUBLIC SESSION (material not publicly available)					
12		Call to Order	Chair	5	12:40 p.m.
13		Conflict of Interest Declaration			
14		Chair's Remarks			
15		President's Report	Steven Murphy	10	12:45 p.m.
	15.1	Senior Academic Appointment* (M)			
16		Professional Development/Strategic Conversation: Fireside Chat: Doing things differently – the Reality and the Path Forward (D)	Steven Murphy Lori Livingston Brad MacIsaac Sarah Thrush	30	12:55 p.m.
Committee Reports (Confidential Items Only)					
17		Audit & Finance (A&F) Report	Laura Money	10	1:25 p.m.
	17.1	Asset Management Plan Update* (M)			
18		Governance, Nominations & Human Resources (GNHR) Report	Gaurav Singh	5	1:35 p.m.
19		Strategy & Planning (S&P) Report – No Report	Eric Agius	-	-
20		Consent Agenda (M):	Chair	5	1:40 p.m.
	20.1	Minutes of the Non-Public Session of Board Meeting of October 9, 2025* (M)			
	20.2	Minutes of the Non-Public Session of A&F Meeting of June 19, 2025* (I)			
	20.3	Minutes of the Non-Public Session of GNHR Meeting of June 13, 2025* (I)			
		GNHR Non-Public Reports:			
	20.4	2025-26 Board of Governors PD Plan* (I)			
	20.5	Executive Committee Terms of Reference Amendment* (M)			
	20.6	Governor Re-Appointment* (M)			
	20.7	Committee Appointment* (M)			
21		In Camera Session		10	1:45 p.m.
22		Termination (M)	Chair		1:55 p.m.

Nicola Crow, University Secretary

BOARD REPORT

SESSION:

Public ☒
Non-Public ☐

ACTION REQUESTED:

Decision ☐
Discussion/Direction ☐
Information ☒

TO: Board of Governors

MEETING DATE: December 4, 2025

FROM: Jemma Tam, Academic Council Liaison

SUBJECT: Agenda Item #6: Academic Council Report: October and November 2025

Academic Council (AC) is the academic governing body for Ontario Tech University (“the University”) and it plays a significant role in the University’s governance. It is the role of AC to oversee the academic work of the University, and to advise and make recommendations to the Board on important matters. As the AC Liaison for the academic year 2025-2026, I’m pleased to the report on AC activities for October and November 2025.

Academic Council Meeting Materials

- [October 28, 2025](#)
- [November 25, 2025](#)

****If Board members are interested in reviewing any of the materials referenced below, please go to meeting material links above****

Recommendations to Board of Governors

At the AC meetings on October 28 and November 25, 2025, respectively, there were no recommendations to the Board of Governors.

There are no new program proposals.

There are no new Research Institute(s)/Centre(s).

Conferral of Degrees

- Conferral of Degrees – Fall 2025 were approved by Academic Council

Governance Initiatives

- In October, on recommendations from GNC the remainder of the following were appointed by AC for the 2025-2026 Academic year:
 - Faculty Council Vice-Chairs
 - 2025-2026 Faculty Council Membership Lists

Curriculum & Program Changes

At the October and November meetings, the AC did not receive any Major Program Modifications for approval:

In October the AC received as information the following Minor Program Adjustments:

- Faculty of Science: Master of Science and Doctor of Philosophy in Applied Bioscience
- Faculty of Science: Master of Science and Doctor of Philosophy in Materials Science

Institutional Quality Assurance Reports

Final Assessment Report (FAR):

The University's Institutional Quality Assurance Process requires that Final Assessment Reports, Executive Summaries and Implementation Plans be provided to AC and the Board of Governors for information. As such, these materials are being presented to the Board within the AC report.

In October, AC received the following Executive Summary and Implementation Plans from the Graduate Studies Committee:

- [Master of Science and Doctor of Philosophy in Applied Bioscience – Final Assessment Report](#)
- [Master of Science and Doctor of Philosophy in Materials Science – Final Assessment Report](#)

Cyclical Program Review (CPR) Follow-Up Reports:

AC did not receive any follow-up reports resulting from a CPR.

Policy

At neither its October nor November meeting, AC did not receive any policy instruments for information/approval.

In October and November, AC received the following policy instruments for consultation:

Face-to-Face Consultation:

- None

Written Consultation:

- Booking and Use of Space Policy & Procedures
- Renting Automobiles for University Business Directive

Reports/Information Received

- October only: Undergraduate Studies Committee Report (verbal)
- October only: Graduate Studies Committee Report (verbal)
- October only: Governance & Nominations Committee Report (verbal)
- Research Committee Report (verbal)
- Council of Ontario Universities Academic Colleague Report
- 2026-2027 Budget Approach (also Discussion item)
- Understanding Human Rights: Training Initiatives at Ontario Tech University

BOARD REPORT

SESSION:

Public ☒
Non-Public ☐
Consent ☐

ACTION REQUESTED:

Decision ☐
Discussion ☒
Information ☐

TO: Board of Governors

MEETING DATE: December 4, 2025

PRESENTED BY: Laura Money, Audit & Finance Committee (A&F) Vice-Chair

FROM: Brad MacIsaac, Vice-President, Administration
Lori Livingston, Provost and Vice-President, Academic
Sarah Thrush, AVP, Planning & Strategic Analysis

SUBJECT: Agenda Item #7.1: 2026-2027 Budget Planning

EXECUTIVE SUMMARY:

At the November 20, 2025 A&F Meeting, the Committee reviewed and discussed the University's 2026-2027 Budget Planning as it starts to plan for the next three years. The presentation now to the Board of Governors focuses on highlights from the 2026-2027 budget assumptions, including the many scenarios Leadership has created ranging from conservative to aspirational growth plans within an institutional sustainability context and focus. As in prior years when the budget is set, Leadership will have a list of priority spends should extra funds exist when students register in September.

Looking at the most conservative scenario, the main assumptions to be considered are:

- a) **Enrolment Revenue:** The preparation of the operating budget involves the use of projections and estimates. This major revenue driver assumes enrolment going up when compared to the last budget. The risks, if any, are related to international intake due to existing federal policies that limit the number we can bring in.
- b) **Tuition Revenue:** The assumptions include the provincial government's continued freeze on domestic rates. For international students, we do not have tuition restrictions; however, based on a review of system comparators (both regionally and internationally), we are modelling a 3% increase (apart from research-based grad programs which are frozen). A full program by program tuition review will occur before February.
- c) **Expenses:** We must first manage the mandated salary increases, followed by prioritized hiring plans which will be explained further in the final budget proposal. The first draw on the budget is an investment to cover increases in personnel costs compared to the last budget.

KEY CONSIDERATIONS:

- It remains a priority to challenge ourselves to think differently about how we operate daily and to be continually forward thinking towards a differentiated, sustainable future for the University.
- With the current assumptions, we are estimating the vast majority of increased revenues is committed to covering existing expenses. This increased revenue has come from increased tuition revenues associated with our Differentiated Growth strategy. We will likely not be able to maintain all current staffing ratios, yet we will be investing more in personnel costs. We will also be investing in our technology platforms such as the IT enterprise system plan outlined last year, and the use of Artificial Intelligence to reduce mundane tasks. Finally, we must continue to set aside funds for future years, to sustain the institution during times of fiscal uncertainty or unforeseen long-term capital expenditures.
- We also have not heard about the provincial government's efficiency fund which could include an extra \$3M one time only support.
- The Board may wish to consider the following questions and comments whilst reviewing this report and listening to the presentation:
 - With A&F agreeing with the assumptions and the balanced approach Leadership is taking with the budget in these complex times, are there any other strategic considerations from a Board perspective?
 - While this budget continues to move us forward on our mission and priorities, there are a number of areas (e.g., equipment renewal/ maintenance) that will not be funded to the levels that we would like. The desired outcome of the budget presentations is to ensure members are aware of the risks and risk mitigation strategies related most specifically to enrolment, capital renewal and future reserves.

ANALYSIS:

Risk Assessment: There are two major unknowns in the revenue scenario. The federal government has just announced further reductions to international permits and we will need to wait for the technical details on how that will impact the budget. We also have not heard if the provincial government will continue with the sustainability funding from which Ontario Tech has received over \$3M in each of the past two years.

In every year there is a level of overall risk of not achieving the desired enrolment results (e.g., a 1% deviation in enrolment will lead to an approximate \pm \$1M variance from tuition fee revenues). Please note that the University is normally within \pm 2% when predicting enrolment totals. The bigger risk may be what is not included in the budget framework. We recognize that inflation and supply issues continue to wreak havoc on some operating expenses. Currently, we have not placed an inflationary increase in the budget. Instead, we are asking for units to put in an ask for us to prioritize or reallocate from within their existing budgets.

Next Steps

- ✓ November Information Sessions
- ✓ November 20th Audit & Finance Committee Presentation
- ✓ Nov 27th Budget Module Opens
- December 4th Board of Governors Presentation
- Jan 22nd Budget Submission
- March 3rd Senior Leaders Budget Retreat
- March/April Information Sessions
- April 23rd Budget presented to the Audit & Finance Committee

LINKS/REFERENCE MATERIAL:

- 2026-2027 Budget Assumptions PowerPoint

2026-2027 Budget Assumptions

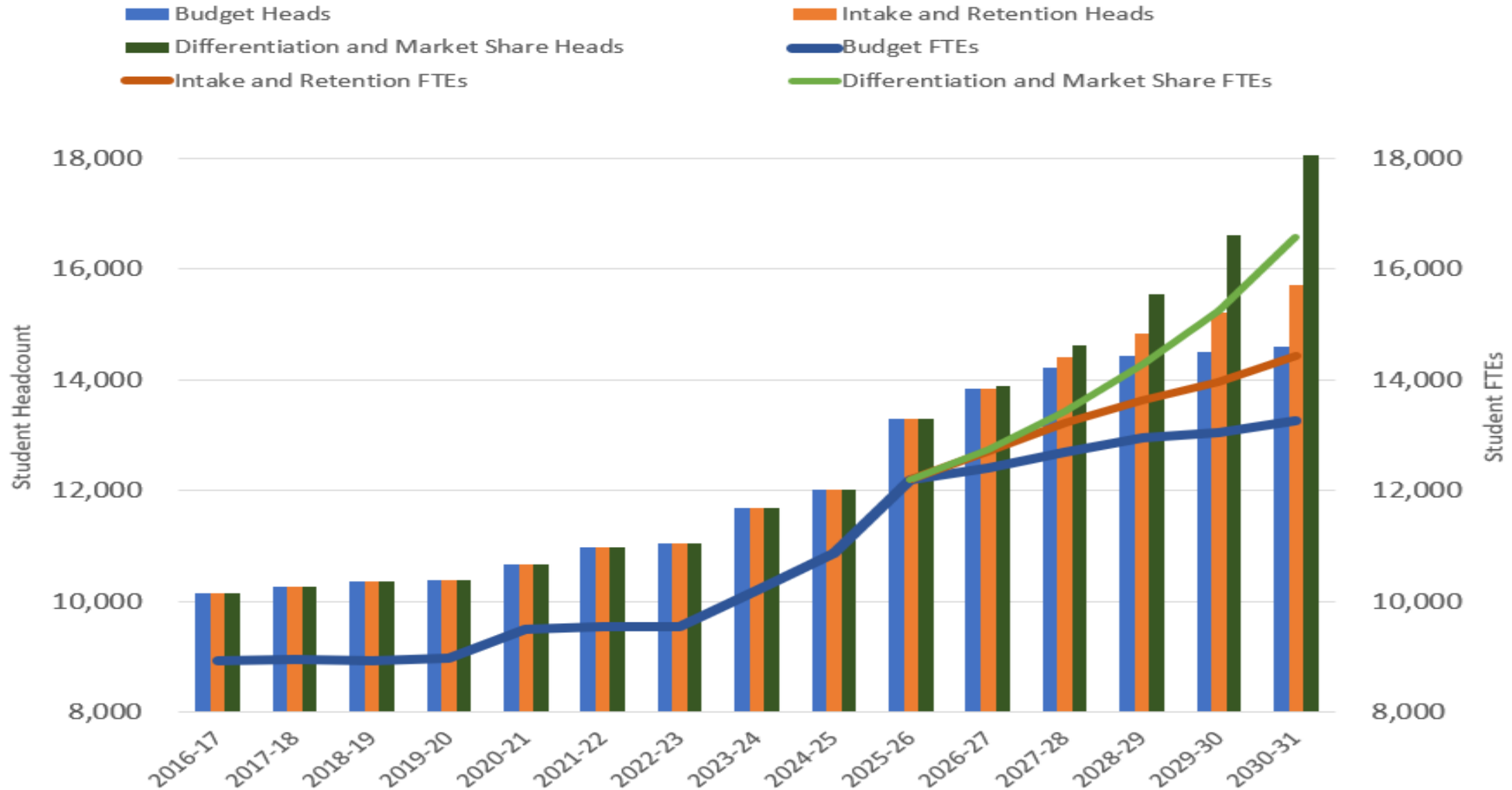
- **Lori Livingston, Provost and Vice-President, Academic**
- **Sarah Thrush, AVP Planning and Strategic Analysis**
- **Brad MacIsaac, Vice-President Administration**

Ontario Tech Budget Process

- November presentation of Revenue and Expense assumptions and conversations on key priorities
 - April presentation of the next Budget year (plus estimates on the budget forecasts for the next two years)
- ❑ <https://sites.ontariotechu.ca/finance/index.php>
 - ❑ <https://sites.ontariotechu.ca/finance/planning-reporting/financial-statements/multi-year-rolling-budget-2024-2027/index.php>

Enrolment Plan

Student Enrolment



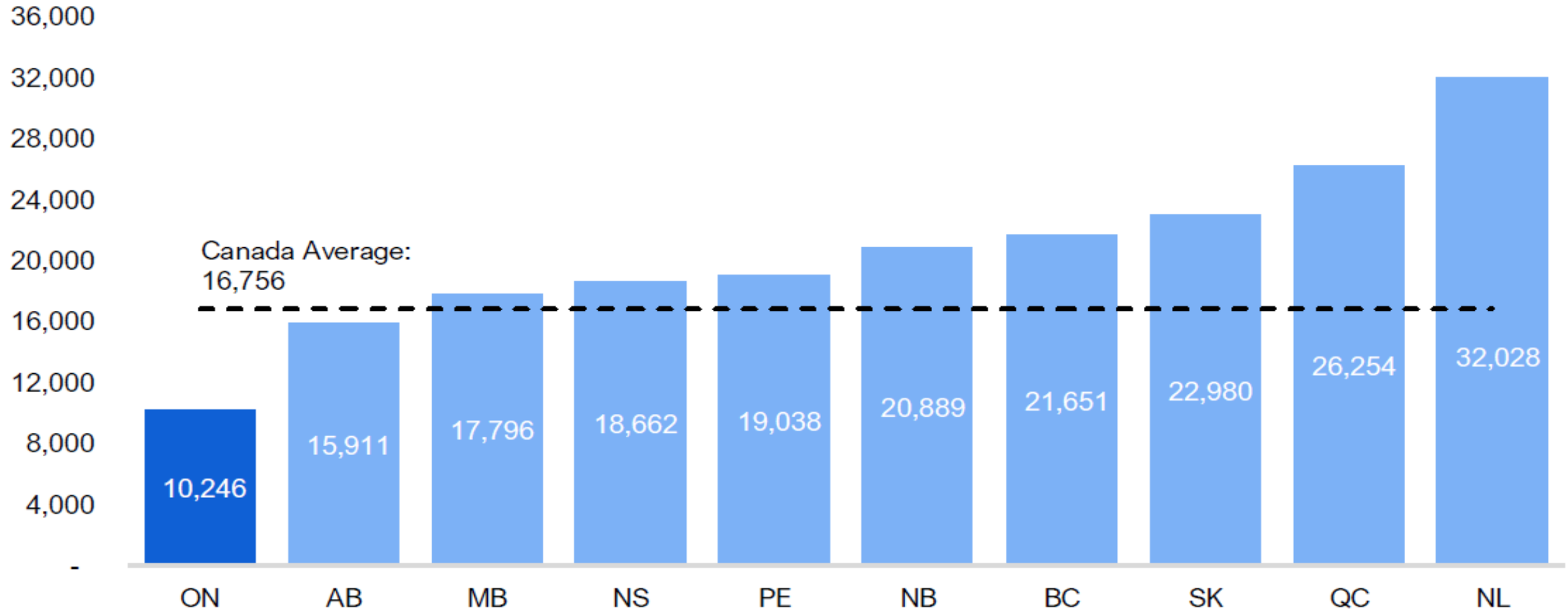
Revenues

- **Government Grants**
 - Grants are essentially frozen at 2012 levels.
 - Operating vs Performance grants
 - Directed Increases (ie Facilities Renewal, Mental Health, etc)
- **Tuition**
 - Domestic (grant eligible) freeze
 - International 3%
- **Ancillary**
 - Fees are collected for specific purposes therefore allocated
- **Other**

Government Funding

Provincial funding to public universities per FTE domestic university student by province, 2022-23

Dollars

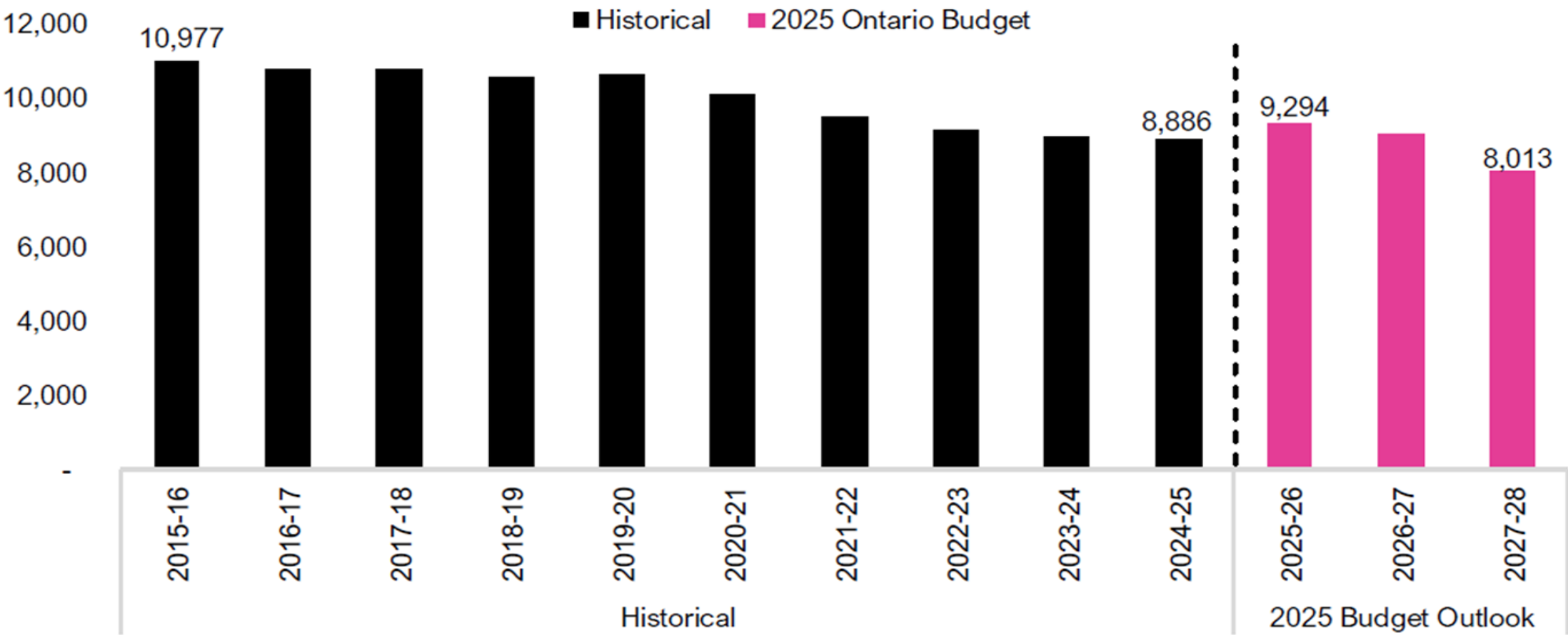


Note: The FAO estimates full-time equivalent enrolment as full-time enrolment, plus part-time enrolment divided by 3.5. Canada average does not include territories. Quebec and Nova Scotia university funding includes direct subsidies to lower "in province" domestic student tuition fees.

Source: Statistics Canada, "Revenues of universities by type of revenues and funds", Table: 37-10-0026-01 and "Postsecondary enrolments, by registration status, institution type, status of student in Canada and gender", Table: 37-10-0018-01.

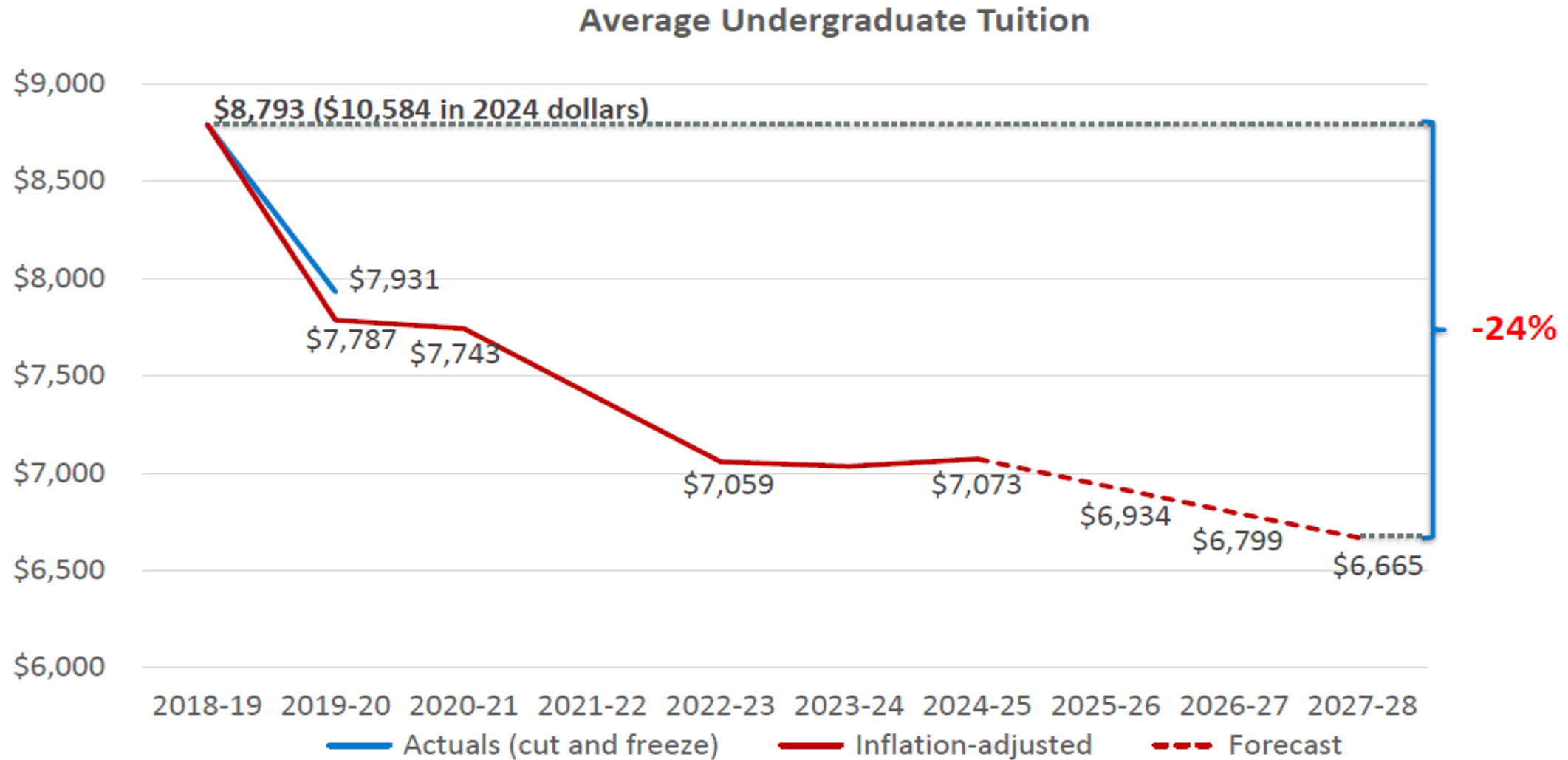
Government Grants

Provincial operating funding to public universities per FTE domestic student, inflation-adjusted, 2015-16 to 2027-28
2024-25 Constant Dollars



Note: The FAO estimates full-time equivalent enrolment as full-time enrolment, plus part-time enrolment divided by 3.5.
Source: Statistics Canada, "Postsecondary enrolments, by registration status, institution type, status of student in Canada and gender", Table: 37-10-0018-01, and FAO analysis of information provided by the Province.

Substantial Decline in the Value of Domestic Tuition

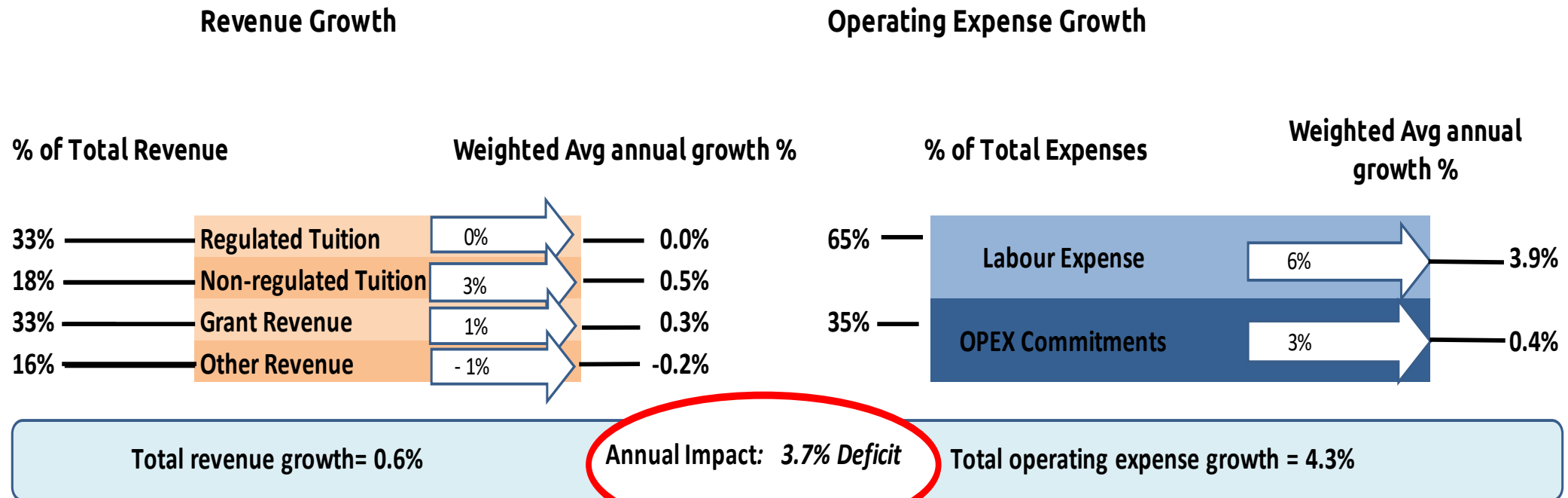


s: Includes all undergraduate programs. The forecast assumes 2% annual inflation with no tuition increase.

ces: Statistics Canada. [Table 37-10-0120-01](#) Undergraduate tuition fees; Statistics Canada. [Table 18-10-0005-01](#) Consumer Price Index, annual average.

Expenses

- Revenue: If UG international went up 5% on average the weighted impact on budget is less than 1%.
- Expenses: Looking at current salaries alone when we include ATB and PTR they are going up 6% a year for a weighted average of 3.9%
- Starting base budget DOES NOT include inflationary increase for OPEX. Most units will need to reallocate from within



Strategic Priority: Differentiated Growth

- **Challenge ourselves to think differently about how we operate on a daily basis**
 - The current budget model is not sustainable.
 - Forward thinking towards a differentiated, sustainable future
 - Efficiencies
- **Accelerate the differentiated growth strategy to attract new student markets**
 - Multi-prong strategy (flexible, accessible, industry-driven)
 - Intentionally pursue high yield opportunities (e.g., AI integration into academic, administrative functions; condense summer courses, etc.)



Next Steps

- Nov Information Sessions
- Nov 27th Budget Module Opens
- Jan 22nd Budget Submission
- March 3rd Senior Leaders Budget Retreat
- March/April Information Sessions
- April 23rd Budget presented to Audit & Finance



Questions??



Board of Governors 139th Regular Meeting

Minutes of the Public Session of the October 9, 2025 Meeting Hybrid 1:35 p.m. - 2:13 p.m.

Governors Present:

Laura Elliott, Board Chair
Ahmad Barari
Nolan Bederman
Frank Carnevale
Joe DeSario
Cynthia Domjancic
Mitch Frazer, Chancellor
Lorraine Gray
Matthew Mackenzie
Lisa McBride

Steven Murphy, President and Vice-Chancellor
Roger Poirier
Michael Rencheck
Hannah Scott
Alveena Shrestha
Jeff Spiegelman
Dwight Thompson
Emily Whetung-MacInnes
Susanna Zagar

Regrets:

Eric Agius, Vice-Chair
Carla Carmichael
Neeraj Grotra
Laura Money
Gaurav Singh

Staff and Guests:

Kirstie Ayotte (Secretary)
Chelsea Bauer
Nicola Crow, Board Secretary
Mikael Eklund
Krista Hester
Les Jacobs
Lori Livingston
Kimberley McCartney

Joanne Nickle
Joe Stokes
Sarah Thrush
Jennifer MacInnis
Brad MacIsaac
Joe Stokes
Sarah Thrush

1. Welcome and Call to Order

The Chair called the Public Session of the Board of Governors meeting to order at 1:35 p.m.

2. Agenda (M)

Upon a motion duly made by D. Thompson and seconded by M. Mackenzie, the Agenda was approved as presented, including approving and receiving the Consent Agenda and its contents as presented.

3. Conflict of Interest Declaration

None

4. Chair's Remarks

The Chair thanked participants and donors for their contributions to this year's Chancellor's Challenge, highlighting record attendance and advising that the \$200,000 fundraising target for student awards was exceeded. The Chair also reflected on the successful Becky Dinwoodie Memorial Golf Tournament, emphasizing the friendly competition and community engagement that made it a standout event.

The Chair provided an update regarding recent provincial consultations, explaining that the Ministry of Colleges, Universities, Research Excellence and Security is undertaking a governance review of universities and colleges. Input has been gathered from Board Chairs and Vice-Chairs through the Council of Ontario Universities (COU), and that the University has submitted documentation as part of this process. The consultations remain ongoing, with timing and outcomes yet to be determined.

5. President's Remarks

The President reported significant enrollment growth, exceeding undergraduate and graduate targets, driven by strong domestic recruitment and improved student retention, particularly in engineering, business, education and health sciences. He noted that these gains were achieved despite flat international application growth due to Immigration, Refugees and Citizenship Canada (IRCC) policies.

The President also provided an update on provincial funding, noting ongoing reviews of tuition and government grants, and emphasized the University's collaborative approach with the government on initiatives in STEM, energy, AI and robotics.

The President highlighted vibrant campus life, including record athletic event participation, and commended the efforts of the marketing and recruitment teams for sustaining the University's strong profile both domestically and internationally.

6. Academic Council Report

In J. Tam's absence, D. Thompson provided a high level overview of recent Academic Council activities, referring Members to the comprehensive report provided within the meeting materials for specifics.

D. Thompson highlighted the robust discussion on the proposed School of Ethical Artificial Intelligence (SEAI), approval of the Spring and Summer 2025 degree conferrals, routine governance matters and program modifications in the Faculty of Health Sciences and Faculty of Business and IT.

6.1 School of Ethical Artificial Intelligence* (M)

L. Livingston introduced the proposal for the new academically focused School of Ethical Artificial Intelligence (SEAI), referring Members to the detailed brief provided for specifics. She advised that the proposal, developed through extensive consultations, complements the existing Mindful Artificial Intelligence Research Institute (MAIRI) by focusing on AI pedagogy and the creation of a collective vision for integrating AI across academic programs. The proposal outlines the University's mandate, governance, membership, and minimal resource requirements, whilst emphasizing internal collaboration, efficiency, and avoidance of duplication. L. Livingston also highlighted an update since the proposal's presentation to Academic Council of an expanded

course list accurately reflecting courses developed or currently in the proposal stage of development.

The following discussion involved a thorough exchange among Members, with questions raised regarding the extent of the consultation, the governance process followed and the completeness of the proposal.

L. Livingston emphasised that SEAI is intended to unify existing AI initiatives, provide a cohesive framework for teaching and research, and foster a collective vision for AI education. She detailed the extensive consultations held with Deans, Associate Deans, and faculty experts, noting that ongoing consultation will continue as the SEAI develops. It was reiterated that the School's establishment aims to support the University's strategic priorities, prevent siloing, and ensure that AI programs evolve thoughtfully and consistently across all disciplines.

Upon a motion duly made by M. Mackenzie and seconded by F. Carnevale, and pursuant to the recommendation of the Academic Council, the Board of Governors hereby approves the establishment of the School of Ethical Artificial Intelligence (SEAI), as presented.

Two (2) Opposed.

7. Consent Agenda:

The Chair confirmed that contents of the Consent Agenda were approved and received under Agenda Item # 2

7.1 Minutes of the Public Session of Board Meeting of June 26, 2025* (M)

8. Adjournment

There being no other business, and upon a motion duly made by L. McBride, the Public session of the Board of Governors meeting adjourned at 2:13 p.m.

The meeting returned to the Non-Public Session Agenda.

Nicola Crow, University Secretary

BOARD OF GOVERNORS

Audit & Finance Committee (A&F)

Minutes of the Public Session of the Meeting of June 19, 2025 2:01 p.m. to 3:13 p.m. Videoconference

- Present:** Carla Carmichael (Chair), Susanna Zagar (Vice-Chair), Nolan Bederman, Laura Elliott, Mitch Frazer, Steven Murphy
- Regrets:** Laura Money
- Staff:** Nicola Crow, Jacquelyn Dupuis, Krista Hester, Les Jacobs, Lori Livingston, Jennifer MacInnis, Brad MacIsaac, Pamela Onsiong, Sarah Thrush
- Guests:** Chelsea Bauer, Ana Duff, Mikael Eklund, Niall O'Halloran, Ben Suter, Bobbi-Jean White, Adam Wingate

1. Call to Order

The Chair called the Public session of the A&F meeting to order at 2:01 p.m. and read aloud the Land Acknowledgment. As part of the Land Acknowledgement the Chair acknowledged Indigenous History Month and the upcoming Indigenous People's Day.

2. Agenda (M)

Upon a motion duly made by S. Zagar and seconded by L. Elliott, the Agenda was approved as presented, including approving and receiving the Consent Agenda and its contents.

3. Conflict of Interest Declaration

None noted.

4. Chair's Remarks

The Chair welcomed attendees to the final meeting of the year, noting that it has been a productive year for Ontario Tech University. Meeting participation protocols were reviewed, and appreciation was expressed for members' preparation and thoughtful engagement. The Chair also acknowledged Pride Month and the start of this year's Pride Season.

5. President's Remarks

The President thanked all involved in the successful Convocation celebrations. He shared updates on his visits to all Faculty Councils and Units to promote the University's strategic goals, including encouraging innovative academic program development, stronger lifelong learner recruitment and discussing sector challenges, such as tuition freezes and international student issues. The President also expressed confidence in the University's continued adaptability and commitment to innovation.

6. Audit

6.1 Draft 2024-25 Audited Financial Statements (includes internally restricted funds)* (M)

P. Onsiong provided an overview of the draft Audited Financial Statements, which included recommended allocations for internally restricted reserves for specified priorities. She noted ongoing pressures on reserves and the need to increase these reserves to support the University's sustainability as we are currently in the Ministry's medium risk category, while confirming the University's credit rating is expected to remain stable.

The Chair thanked P. Onsiong and their team for all of their hard work in this year's Audit and acknowledged KPMG.

Upon a motion duly made by S. Zagar and seconded by N. Bederman, the Audit & Finance Committee hereby recommends the 2024/25 audited financial statements and the 2024/25 internally restricted reserves, as presented, for approval by the Board of Governors.

7. Finance

7.1 Fourth Quarter Financial Reports* (I)

P. Onsiong presented the year-end Financial Report, noting variances from previous forecasts including the actual results for the year is a slight surplus of \$3.2M.

7.2 2025-2026 Ancillary Fee Update* (M)

B. Maclsaac outlined the proposed additional nursing program fee to support a bundled textbook initiative through the in-house bookstore, with student support noted and that this will be subject to annual review by the Ancillary Fee Committee.

Upon a motion duly made by S. Zagar and seconded by N. Bederman, the Audit & Finance Committee hereby recommends the additional nursing program fee for 2025-26, for approval by the Board of Governors.

7.3 Budget Allocation Model Update* (U)

L. Livingston outlined activity-based budgeting as a mathematical tool for monitoring revenue income flowing into versus expenses drawing against Faculties and Unit level programs. S. Thrush provided a detailed overview of the model's role in promoting transparency and informing internal decision-making, program reviews, and external reporting, while acknowledging its limitations in capturing program complexity and resource sharing across Faculties. She noted that Faculty consultations have been positive. The Committee emphasized using the model as an informative guide rather than a definitive measure. The President underscored the importance of managing both internal and external perceptions, using the model to identify areas for improvement without compromising academic diversity. Ongoing commitments to refining and enhancing the model's use were reaffirmed.

8. Risk Management

8.1 Interim Risk Management Update* (U)

J. Dupuis provided an update on AI as a significant emerging risk in the university sector, highlighting the challenges of instituting static policies in a rapidly evolving landscape. The University is adopting a dynamic risk management approach, including a cross-functional AI taskforce, guidelines, training, and ongoing risk assessment across teaching, research, and administration. Emphasis was placed on balancing risks and opportunities, recognizing AI as transformational and a University priority. The Committee appreciated the proactive approach and acknowledged AI's potential in all areas of the University.

9. Compliance and Policy

9.1 Research Involving Human Participants Policy with REB Terms of Reference Appendix* (M)

L. Jacobs outlined the Policy changes, noting that the revised Policy is designed to align with regulatory requirements and respond to the changing research grant landscape. The revisions clarify roles, incorporate language on human participant ethics, and address coordination in multi-institution research projects. While there are no substantive changes, the updates reflect the evolving research environment.

Upon a motion duly made by L. Elliott and seconded by N. Bederman, the Audit & Finance Committee hereby recommends for approval by the Board of Governors, the Research Involving Human Participants Policy ("the Policy"), and, the Research Ethics Board Terms of Reference as incorporated as an Appendix to the Policy, as presented.

9.2 External Auditor for Non-Audit Services* (M)

B. MacIsaac noted that approval is sought to engage KPMG for non-audit services related to ongoing reviews, building on the earlier work done by KPMG as part of the efficiency and accountability fund. He advised that scheduling processes and athletic operations are the focus of this project. KPMG has confirmed their independence and the absence of any conflicts of interest.

Upon a motion duly made by N. Bederman and seconded by S. Zagar, the Audit & Finance Committee approves the engagement of KPMG LLP to provide non-audit services to Ontario Tech University estimated at Two-Hundred Thousand dollars (\$200,000) in respect to a continued efficiency and accountability review.

10. Consent Agenda (M):

The Chair confirmed that the contents of the Consent Agenda were approved and received under Agenda Item #2.

- 10.1 Minutes of Public Session of A&F Meeting of April 10, 2025* (M)**
- 10.2 Investment Oversight: Semi-Annual Investment Portfolio Report*(I)**
- 10.3 Annual Privacy Report* (I)**
- 10.4 Annual Policy Report* (I)**
- 10.5 Fighting Against Forced Labour and Child Labour in Supply Chains Annual Report* (M)**
- 10.6 2024-2025 A&F Annual Report* (I)**

11. Adjournment (M)

There being no other business, and upon a motion duly made by N. Bederman, the Public session of the A&F meeting adjourned at 3:13 p.m.

Kirstie Ayotte, Assistant University Secretary

BOARD OF GOVERNORS

Governance, Nominations & Human Resources Committee (GNHR)

Minutes of the Public Session of the Meeting of June 13, 2025 12:37 p.m. to 12:45 p.m. Videoconference

Present: Gaurav Singh (Chair), Frank Carnevale (Vice-Chair), Laura Elliott, Mitch Frazer, Neeraj Grotra, Steven Murphy, Kim Slade, Dwight Thompson

Regrets: None

Staff: Kirstie Ayotte (Secretary), Jamie Bruno, Nicola Crow, Krista Hester, Jennifer MacInnis, Lori Livingston, Sarah Thrush

Guests: Chelsea Bauer, Mikael Eklund

1. Call to Order

The Vice-Chair called the Public session of the GNHR meeting to order at 12:37 p.m. and read aloud the Land Acknowledgement.

2. Agenda

Upon a motion duly made by D. Thompson and seconded by L. Elliott, the Agenda was approved as presented, including approving and receiving the Consent Agenda and its contents.

3. Conflict of Interest Declaration

There were none.

4. Chair's Remarks

The Chair began by reminding Committee members of some meeting protocols. Public session attendees were welcomed though were noted unable to participate or engage in the meeting.

5. President's Remarks

The President welcomed attendees, thanking the Governors for their participation and support over the past academic year. He highlighted the success of Convocation as a celebration of student achievement and provided a brief update on the University's efforts to address financial sustainability.

6. Consent Agenda (M)

- 6.1 Minutes of the Public Session of the Meeting of March 20, 2025* (M)
- 6.2 2024-2025 GNHR Annual Report* (I)
- 6.3 Board Practices Assessment Results* (I)
- 6.4 Annual Pension Plan Report* (I)

**6.5 Annual Policy Review Update: Policy Against Violence in the Workplace*
(I)**

The Chair confirmed that the contents of the Consent Agenda were approved and received under Agenda Item #2.

7. Adjournment

There being no other business, and upon a motion duly made by D. Thompson, the Public session of the GNHR meeting adjourned at 2:15 p.m.

Kirstie Ayotte, Assistant University Secretary

BOARD REPORT

SESSION:

Public

**ACTION REQUESTED:**

Decision

Discussion/Direction
Information**TO:**

Board of Governors

MEETING DATE: December 4, 2025**PRESENTED BY:** Gaurav Singh, Governance, Nominations & Human Resources Committee (GNHR) Chair**FROM:** Andrew Sunstrum, Director, Human Rights Office**SUBJECT:** Agenda Item #10.4: Annual Human Rights Report 2024-2025

EXECUTIVE SUMMARY

This Report is provided as information to the Board of Governors following its presentation at the GNHR meeting on October 30, 2025, and to apprise the Board of the University's fulfilment of its compliance obligations in this regard. The Human Rights Office has oversight over the University's Human Rights and Student Sexual Violence Programs, which includes handling human rights and student sexual violence issues in accordance with these policies.

BACKGROUND/CONTEXT & RATIONALE:

The Human Rights Office plays a significant role in advancing the strategic objective of creating a sticky campus. This work is done with a focus on initiatives to improve the culture within which students learn and employees work. The Human Rights Office focusses on how the University improves its culture by increasing its capacity to manage conflict and promote respect. The purpose of the Annual Report is to communicate dispute statistics in order to track progress and to support continuous improvement.

ALIGNMENT WITH MISSION, VISION, VALUES & STRATEGIC PLAN:

- The Annual Report supports the University's values of integrity and respect by demonstrating the University's commitment to establishing a safe, inclusive, and equitable culture at the Institution.
- By demonstrating the seriousness in which the University places on safeguarding human rights, this report also supports the strategic pillar of creating a "sticky campus". If we want to encourage the University community to spend time on campus, they must feel protected and confident that human rights issues are being dealt with appropriately.

SUPPORTING MATERIALS:

- 2024-2025 Annual Human Rights Report



Annual Report

2024-2025

Human Rights

TABLE OF CONTENTS

PART I – OVERVIEW	2
PART II – STATUS UPDATE	2
1. Role of the Human Rights Office	2
2. Initiatives and Programming Highlights	3
PART III – DATA & TRENDS	4
1. Human Rights Issues	5
2. Student Sexual Violence Issues	6
3. Intervention Type	7
4. Issue Source	8
5. Protected Grounds	8
PART IV – ANTI-RACISM/ANTI-HATE	10
PART V – CONCLUSIONS	11

Appendices:

A. Student Sexual Violence Supports, Services & Programming

PART I OVERVIEW

As outlined in the University's Respectful Campus Policy and Student Sexual Violence Policy and Procedures, Ontario Tech University is committed to providing an annual report to the Board of Governors on certain information and statistics regarding the implementation of the University's human rights program and data related to human rights-based complaints and consultations, as well as data concerning the University's student sexual violence program, including a compilation of data and information from internal partners that share responsibility for addressing and responding to sexual violence at the University. In addition, this year the report includes specific reporting regarding the University's Anti-Racism/Anti-Hate program. This is done to assist the Board of Governors and other University members to understand the state of the University's human rights and student sexual violence programs and identify progress and trends from year to year, and to meet the University's legislative reporting obligations.

This annual report covers the period between April 1, 2024, and March 31, 2025. The report will be posted to the University's website and submitted to the Ministry of Colleges, Universities, Research Excellence and Security.

PART II STATUS UPDATE

1. ROLE OF THE HUMAN RIGHTS OFFICE

Ontario Tech University's Human Rights Office (HRO) serves as the cornerstone for overseeing the University's human rights and student sexual violence programs. Through its oversight, it ensures a consistent and equitable approach to addressing human rights issues raised by all members of the University community, including faculty, staff, students, and visitors and plays a pivotal role in upholding and fostering a culture of respect and inclusivity across the campus.

In alignment with the University's commitment to a "Sticky Campus" the HRO administers a comprehensive and accessible dispute resolution program that is designed to effectively address concerns related to harassment, discrimination, sexual violence, micro-aggressions, and other forms of conflict or misconduct.

The HRO plays a crucial role in prompting institutional capacity to identify, address, and resolve human rights-related disputes and conflict. It provides confidential advice and guidance to any university member who is experiencing, witnessed or has received information about alleged harassment, discrimination, sexual violence, micro-aggressions and related conflict/disputes.

The services offered by the HRO range from de-escalation and facilitated dialogues to investigations and tailored training/education programs. This wide array of services is designed to respond to the unique needs of individuals and the University community, fostering an environment where human rights are upheld and respected. Through its work, the HRO promotes a culture of understanding, accountability, and mutual respect, ultimately contributing to a more inclusive and harmonious campus atmosphere.

2. INITIATIVES AND PROGRAMMING HIGHLIGHTS

Throughout the 2024-2025 period, the HRO continued to place a strong emphasis on expanding the reach and impact of its services across the University community. With an overarching focus on enhancing awareness, the HRO implemented several key initiatives aimed at educating and empowering students, faculty, and staff on critical human rights and sexual violence issues. These initiatives not only sought to raise visibility for the HRO's services but also addressed the evolving needs of the University community through new training, awareness campaigns, and policy development, designed to foster a deeper understanding of equity, inclusion, and respect on campus.

One of the most prominent achievements was the launch of an ongoing campus-wide social media, digital signage and poster campaign to highlight and promote the role of the HRO in addressing discrimination, harassment and student sexual violence on campus. The posters, launched across multiple platforms, contain a QR code for easy access to the HRO's website, and the online forms to request a consultation meeting or report a concern.

This campaign significantly enhanced visibility and accessibility, particularly for students and staff who may be uncertain about where to turn for support. By integrating messaging into the daily campus environment, both physical and digital, the initiative helped normalize conversations about human rights and sexual violence prevention, reducing stigma and encouraging individuals to seek assistance early.

For faculty and staff, the campaign reinforces the University's commitment to a respectful and inclusive workplace, while equipping them with the knowledge and pathways needed to respond appropriately when issues arise. By making the HRO's services more visible and accessible, the campaign supports a culture of shared responsibility, one in which all members of the University community play a role in maintaining a safe, equitable, and respectful environment.

In keeping with this approach, the HRO also increased its presence during student orientation activities, including with the creation and distribution of branded swag items. Collaborative partnerships with student organizations, academic departments, and administrative units further strengthened the HRO's ability to provide tailored education and responsive support. The HRO further enhanced its direct outreach to students by increasing its promotion of the university's gender-based violence training modules,

including the introduction of a gift card draw incentive for students completing the training during the beginning of term. Together, these initiatives served to double student sexual violence training completion rates.

For students, the campaign and the training serve as an important reminder that help is readily available, fostering a greater sense of safety and belonging on campus. It empowers them to recognize and address inappropriate or harmful behaviours, and to engage with resources that support their well-being and academic success.

Throughout the 2024-2025 period, the HRO also focused heavily on its long-standing commitment to continuous improvement. The HRO finalized updates to the Student Sexual Violence Policy and Procedures after prolonged and in-depth consultations with the entire campus community. Within the reporting period, the HRO also developed and launched a new guideline to complement the Respectful Campus Policy to provide guidance surrounding racism and hate incidents.

Finally, in an effort to increase efficiency, transparency, and data collection and reporting capability, the HRO initiated a project to procure and implement a comprehensive complaint management system. Once launched, this system will streamline intake and case management processes, strengthen recordkeeping and tracking, and improve the HRO's ability to monitor trends and report on outcomes. Together, these initiatives underscore the HRO's proactive approach to ensuring that its policies, procedures, and systems remain responsive, effective, and reflective of the University's commitment to human rights and respect across all areas of campus life.

The combined efforts from the 2024-2025 period illustrate the HRO's proactive approach to fostering an inclusive, informed, and supportive environment at Ontario Tech University and continued commitment to cultivating a campus environment where every individual is treated with dignity and where human rights principles are embedded in the fabric of University life. Through strategic education, communication, and resource development, the HRO continues to play a critical role in promoting human rights and addressing sexual violence within the campus community.

PART III DATA & TRENDS

There are five (5) issue types that fall under the HRO's accountability: Discrimination, Duty to Accommodate, Harassment, Student Sexual Violence, and issues of a general nature involving Human Rights¹ that are reported on in this report.

¹ The "General" category broadly includes consultations regarding human rights principles or inquiries of a programmatic nature, e.g. requests to review policy instruments or training materials to ensure human rights compliance, questions about legislative and policy interpretation, procedural inquiries, etc.

Aggregate data on the resolution of issues is a key component of this report as it provides an annual snapshot of the human rights issues and concerns brought forward by University Members for resolution. The reporting period is the University's fiscal year; April 1, 2024 – March 31, 2025.

1. HUMAN RIGHTS ISSUES

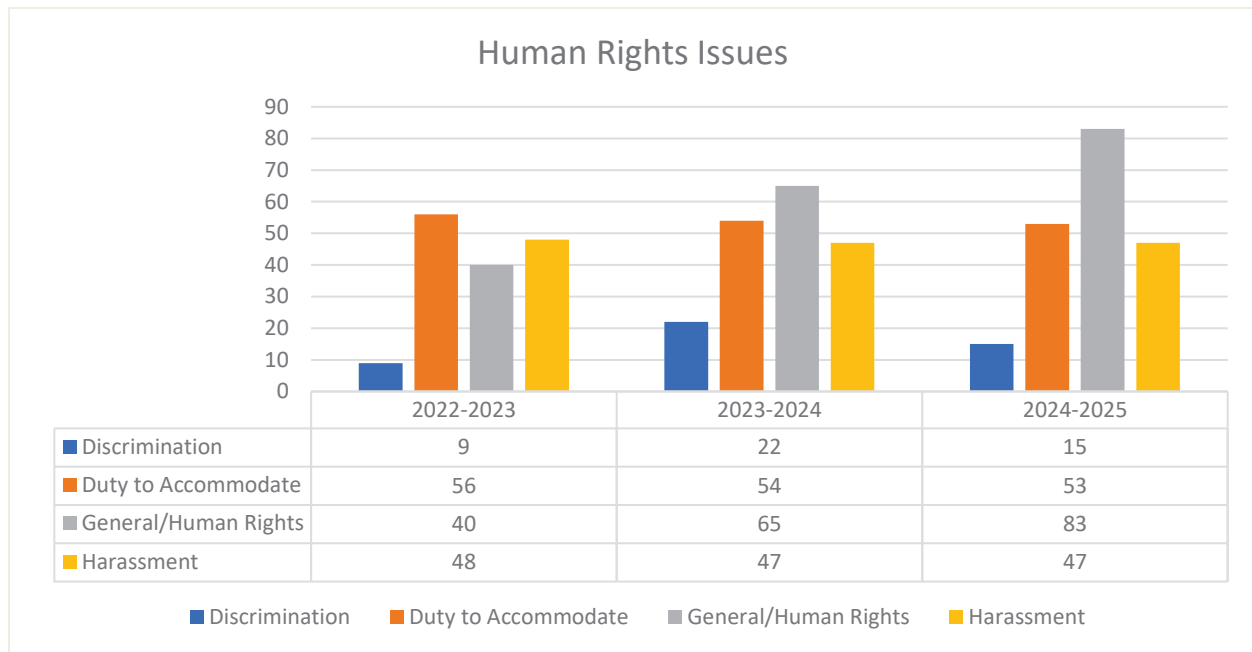


Table: 1

In the 2024-2025 fiscal year, there were 250 human rights issues brought forward. This represents a slight upward trend from last year, which saw 240 matters brought forward. However, this remains 20% above the volume in 2022-2023.

Notably, there were year over year increases in general human rights inquiries (increased from 65 to 83), while discrimination issues declined from 22 to 15. This shift suggests that more members of the University community are seeking early advice, consultation, and informal resolution rather than waiting until situations escalate to formal complaints. The trend aligns with the HRO's efforts to enhance education, accessibility, and early intervention, supported by expanded outreach, updated training, and the launch of new guidelines under the Respectful Campus Policy addressing racism and hate incidents. As a result of these initiatives more members of the community may now be recognizing and reporting concerns that might previously have gone unaddressed.

2. STUDENT SEXUAL VIOLENCE ISSUES

The University tracks disclosures and reports of student sexual violence across the institution.

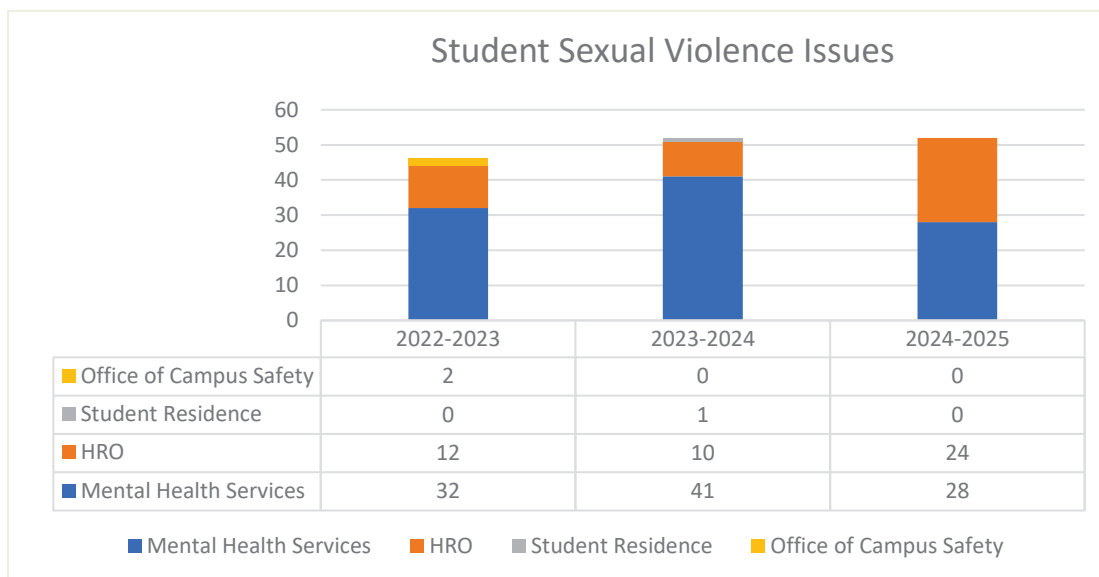


Table: 2

There were 52 disclosures and reports of student sexual violence in 2024-2025, consistent with the previous year, and a marginal increase from the 2022-2023 reporting period. This continued stability suggests that while the prevalence of incidents remains relatively steady, the environment for disclosure has become increasingly supportive. The finalized updates to the Student Sexual Violence Policy and Procedures, coupled with renewed outreach to students and service providers, likely contributed to maintaining awareness and confidence in the University's reporting and support mechanisms. Overall, these patterns indicate that the University's prevention, education, and policy initiatives are helping to foster a culture in which individuals feel more informed, supported, and empowered to come forward.

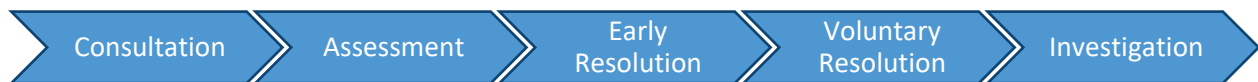
The disclosures and reports² were received and addressed as follows:

- Mental Health Services received 28 disclosures for counselling supports. 1 of these incidents was classified as occurring in the last 12 months; 27 were classified as historical. All 28 occurred off campus.
- The HRO received 17 disclosures (5 anonymous) and 7 reports of student sexual violence.

² The University's Student Sexual Violence Policy and Procedures distinguish between a "disclosure," which is telling a trusted individual about an incident of sexual violence to access support services; and a "report," which is a request that the University intervene to resolve a complaint.

- When in receipt of a disclosure, the HRO facilitates an individual's access to internal supports and resources, such as safety planning, mental health services and accommodations, as well as external resources available within the community.
- 4 reports were investigated by the HRO; 3 investigations into allegations of sexual harassment found a breach of policy.

3. INTERVENTION TYPE



The HRO records six main types of interventions applied to matters received by the office:

1. Consultation: the act of reaching out to the HRO for advice or information.
2. Assessment: An HRO analysis of an issue to determine whether the matter triggers human rights obligations and/or requires intervention.
3. Early Resolution: when the HRO works with parties to resolve complaints prior to a formal complaint, or to assist persons of authority address incidents/concerns in a manner consistent with human rights obligations.
4. Voluntary Resolution: when the HRO employs a structured process, such as a mediation or restorative justice process, to resolve a complaint to the satisfaction of the parties in dispute.
5. Investigation: when the HRO ensures an investigation to determine whether a policy violation has occurred.
6. Disclosures: incidents of student sexual violence disclosed to obtain supports and resources.

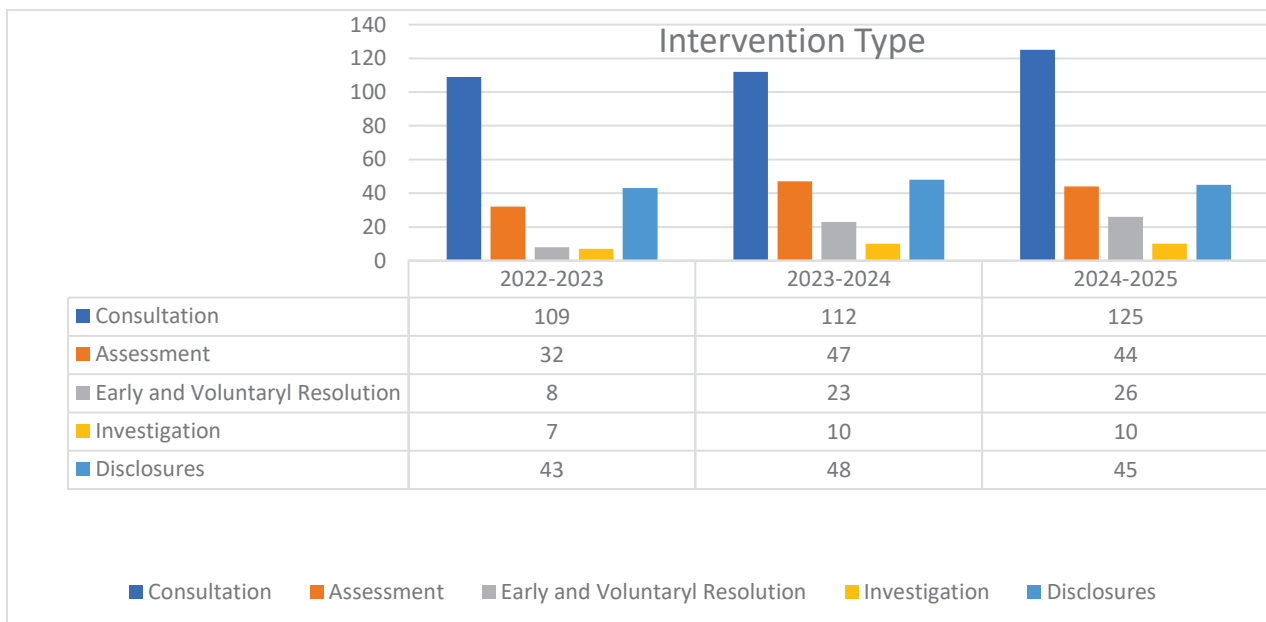


Table: 3

The number of consultations undertaken by the HRO remained consistently high as a percentage of total interventions, indicating the important role the HRO plays in providing support to the university community. This is also reflected in the continued high volume of Early and Voluntary Resolutions. Combined, these trends are reflective of the HRO's focus on efforts to prevent and resolve issues prior to dispute escalation.

4. ISSUE SOURCE

The HRO provides services to all members of the University community, including faculty, staff, students and visitors. The following table shows the source of issues that were brought forward in the reporting year. There was a notable increase in issues brought forward by individuals external to the university (we are seeing a trend of external concerns related to social media use by university members) and at the faculty level.

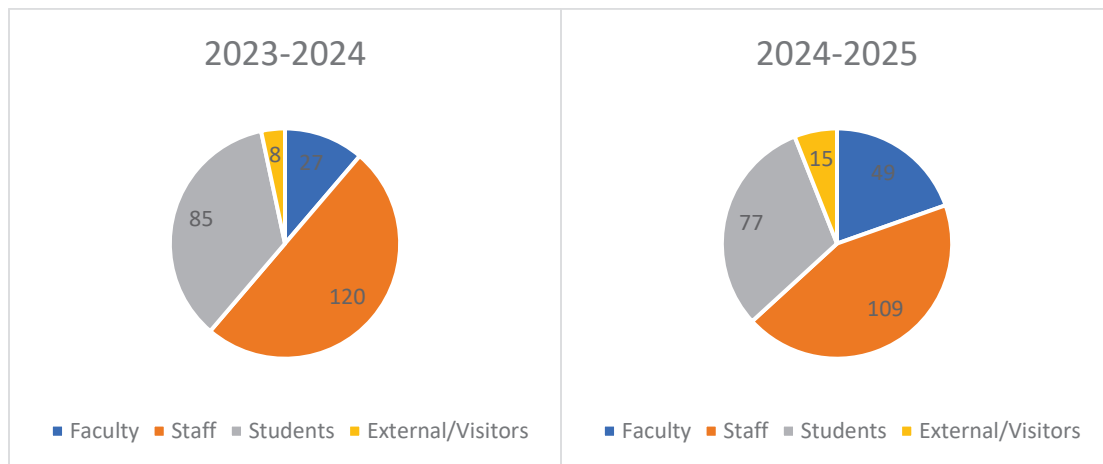


Table: 4

5. PROTECTED GROUNDS

Protected Grounds are the grounds contained in the *Ontario Human Rights Code* (OHRC) under which individuals are protected against discrimination and harassment. Most, but not all, of the complaints and concerns raised to the HRO cite one or more Protected Grounds. Additionally, the HRO intervenes to address incidents and complaints that fall under other legislation, but overlap with the OHRC, including the *Occupational Health and Safety Act* (Workplace Sexual Harassment) and the *Ministry of Training, Colleges and Universities Act* (Student Sexual Violence).

A number of consultations completed by the HRO are of a general human rights nature in which no specific protected ground is cited – these are captured in the following table

under the “unspecified” column. The HRO is also accountable for addressing incidents of workplace harassment, in which a connection to a protected ground is not required.

It should be noted that the number of protected grounds cited may not correspond directly to the number of cases received. This is because multiple protected grounds may be cited by individuals who come forward in respect of a case.

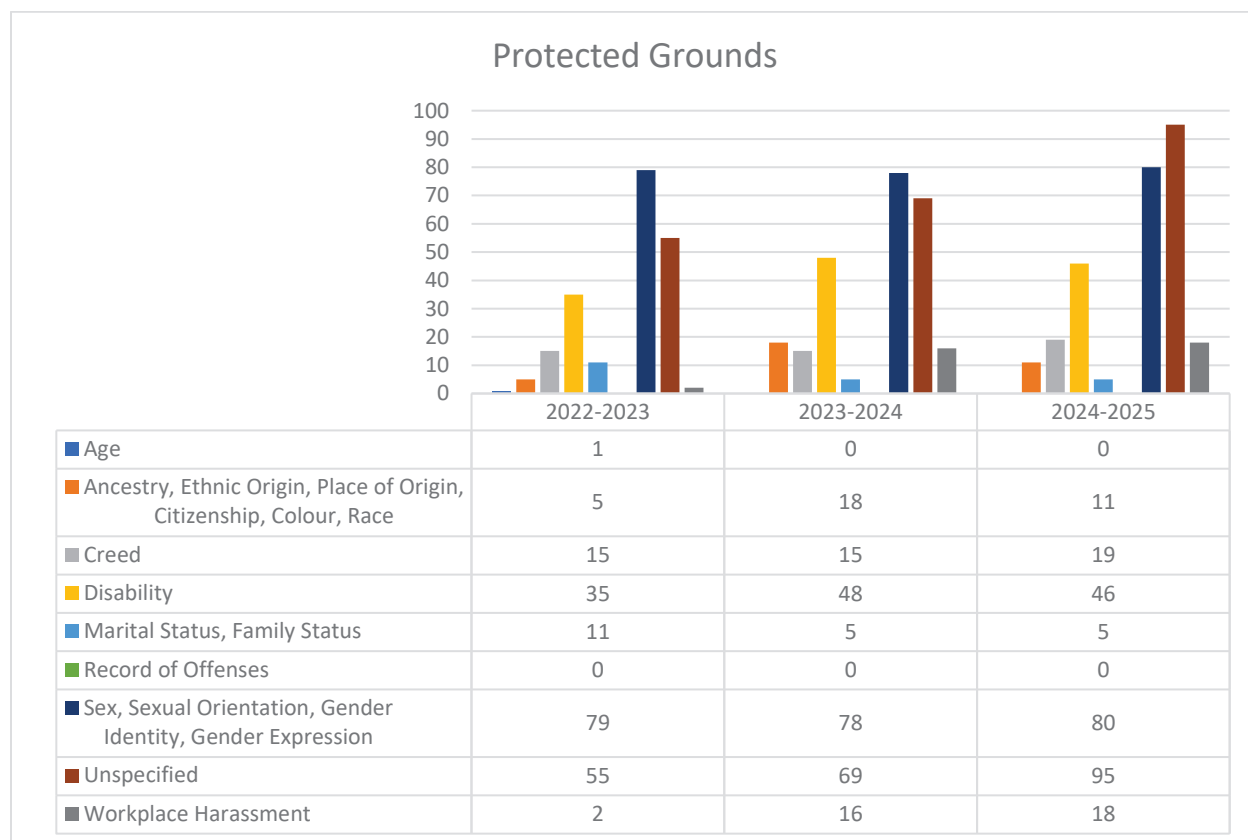


Table: 5

The increase in Workplace Harassment issues is largely reflective of a broad lack of insight regarding the difference between workplace harassment and disrespect across the University. Of the 18 matters identified in the reporting period, only 1 report was confirmed to be workplace harassment after an investigation. During the next fiscal reporting period the HRO will release training modules to assist the campus community in understanding the difference between harassment and incivility, as well as guidance to support individuals with conflict de-escalation techniques.

The 3-year upward trend in ‘unspecified’ matters highlights the positive and constructive role the HRO plays as a trusted source of advice and guidance for the University community. The HRO will continue to monitor these trends and will direct education supports as needed. Many individuals now seek preliminary consultation to clarify their

options or better understand policy definitions before determining whether to proceed formally.

This pattern reflects increased awareness of the HRO's services and confidence in its accessibility and neutrality. Moving forward, the HRO will continue to monitor these trends closely, using the data to identify emerging issues and to target education and capacity-building initiatives where they are most needed across the University.

PART IV ANTI-RACISM/ANTI-HATE

Introduced in September 2024, *the Anti-Racism/ Anti-Hate Directive for Publicly-Assisted Colleges and Universities*, issued by the Minister pursuant to subsection 20 (4) of the *Ministry of Training, Colleges and Universities Act*, requires universities to provide their Board with annual reporting that includes information about their Anti-Racism/Anti-Hate programs by January 31, 2026.

Ontario Tech University continues to advance its commitment to fostering an inclusive, respectful, and equitable campus environment through a series of anti-hate and anti-racism initiatives. Building on the principles of equity, diversity, inclusion, and belonging, the University has undertaken coordinated efforts to raise awareness, strengthen accountability, and support those affected by incidents of racism and hate. These efforts include the development of a new Guideline on Responding to Racism and Hate Incidents, designed to complement the Respectful Campus Policy by providing clear definitions, reporting pathways, and support options for those impacted.

The HRO is in the process of expanding education and outreach initiatives that promote anti-racist learning and dialogue. Through partnerships with student groups, academic units, and community organizations, Ontario Tech continues to foster meaningful conversations and collective action to counter discrimination and hate in all its forms.

These initiatives reflect Ontario Tech's ongoing dedication to ensuring that every member of its community feels valued, respected, and safe—and to embedding anti-racism and anti-hate principles in the University's policies, culture, and daily practices.

During the reporting period there were 15 matters categorized solely under Creed, 5 matters categorized under Race Related Grounds (Ancestry, Ethnic Origin, Place of Origin, Citizenship, Colour and/or Race), and 4 matters that are categorized under both Creed and Race Related Grounds.

Of the 24 matters received by the HRO related to Creed and Race Related Grounds, 8 involved creed accommodation consultations and assessments, there were 3 additional consultations, and 6 were related to alleged discrimination.

The remaining 7 matters were classified as harassment and breakdown as follows:

- Creed: 3 alleged Islamophobia – 2 from students (verbal) and one from external (social media)
- Creed: 1 from student – alleged Antisemitism (verbal)
- Creed: 1 from student – alleged Proselytizing (verbal)
- Race Related Grounds: 1 from student – alleged Anti-Black Racism (online)
- Race Related Grounds: 1 from student – alleged Anti-Asian Racism (social media)

5 reports did not proceed after an assessment, 1 report was successfully settled to the satisfaction of the complainant and 1 was investigated. The investigation was completed over a 2-month period and concluded that a student breached the Respectful Campus Policy, resulting in discipline.

PART V CONCLUSIONS

We conclude by acknowledging the numerous University Members who assist the HRO in our goal to create and reinforce an inclusive campus for all. Preventing harassment, discrimination and gender-based violence is a collective effort, and everyone at the University has a role to play. We continue to encourage all University Members to act with respect and to call out inappropriate behaviour if it occurs. Together, we can continue to ensure a positive campus environment.

APPENDIX A – STUDENT SEXUAL VIOLENCE SUPPORTS, SERVICES & PROGRAMMING³

1. **Advisory Committee on Implementation and Effectiveness of the Policy & Program**

The Advisory Committee on Student Sexual Violence Prevention and Support, established in December 2017, is mandated to ensure the university's Student Sexual Violence Policy and Program are reviewed on a regular basis and continuously improved upon. This year, the Committee was composed of 6 students, 1 representative from the Ontario Tech Student Union, 8 staff from across the university, 1 community partner and 1 alumnus.

2. **Counselling Supports and Accommodations:**

Support Workers, through the university's Student Mental Health Services, support students who have experienced sexual violence, including working with Student Accessibility Services to ensure academic accommodations are put in place when necessary. All counsellors participate in ongoing training in trauma-informed therapy and have experience working with survivors of sexual assault. In addition, an Outreach Worker in the residence works very closely with the Support Workers in providing onsite support for students living in residence.

3. **Mandatory Training Modules:**

New students are required to take online training modules designed by the HRO to ensure students know what student sexual violence is, how to obtain support and services if they experience sexual violence, and how to report a concern. The HRO organizes a communications and incentive strategy to promote student completion of the modules.

The modules are also mandatory for faculty members and staff and ensure that everyone in the campus community has the same general knowledge about supports and services available to students who experience sexual violence.

4. **Awareness and Programming**

Efforts to raise awareness and educate students are also driven by the Student Engagement and Equity Team in the Office of the Deputy Provost. Initiatives to raise awareness and educate on sexual violence included:

- **#WeGetConsent Awareness Week Workshops:** At the beginning of the Fall semester, Student Engagement and Equity hosts our #WeGetConsent Awareness Week which focuses on educating our campus community about sexual violence prevention and our institution's sexual violence policy. This year, 8 workshops were delivered between September 16-20, 2024.

³ Sections 17 (7) and (7.1) of the Ministry of Training, Colleges and Universities Act note that universities are to provide their Board of Governors with an annual report including information about their student sexual violence initiatives and programs

- **#WeGetConsent Online Campaign:** The #WeGetConsent online campaign continued this year with several initiatives throughout the year aimed at educating students about consent and sexual violence prevention. Programming included social media posts and scavenger hunts aimed at continuing the consent conversation online and encouraging students to share their own understanding of consent and ways they can be upstanders should they observe anyone causing harm.
- **#LetsTalk about Safer Sex:** Health Promotion's Peer Wellness Education Team ran a sexual health outreach booth during a collaborative STI testing drive with Durham College. The goal of this campaign is to teach students about safer sex practices. Peer Wellness Educators cover consent, STIs, methods of STI protection and provide examples of common types of contraception.
- **RISE: Sexual Violence Prevention:** The RISE (Respecting Inclusivity and Supporting Equity) program, offered by the Student Engagement and Equity Team, is a series of workshops focusing on the development of by-stander intervention strategies. Students are encouraged to attend these workshops to earn a RISE Certificate officialised by the University. RISE Topics include: two mandatory workshops - RISE: Let's Talk Equity and RISE: First Peoples. As well, seven elective workshops - RISE: Anti-Ableism, RISE: Anti-Racism, RISE: Consent and Sexual Violence Prevention, RISE: Feminism, RISE: Health Equity, RISE: Sexual Orientation, and RISE: Trans Identities. A total of 23 students participated in the RISE workshops in 2024-2025.
- **Pride Space:** In collaboration with the Ontario Tech Pride Club, Pride Space is a place for all 2SLGBTQ+ students and allies to come together and create a space of belonging within the university community. This space was offered in Fall 2024, a total of 68 students participated.

BOARD REPORT

SESSION:**Public****ACTION REQUESTED:****Decision****Discussion/Direction
Information****TO:****Board of Governors****MEETING DATE:** **December 4, 2025****PRESENTED BY:** **Gaurav Singh, Governance, Nominations & Human Resources Committee (GNHR) Chair****FROM:** **Andrew Sunstrum, Director, Human Rights Office****SUBJECT:** **Agenda Item #10.5: Respectful Campus Policy**

EXECUTIVE SUMMARY:

At GNHR's October 30, 2025 Meeting, the Committee received and reviewed the Respectful Campus Policy and associated Procedures. At that time, the GNHR approved the recommended amendments to the Procedures and recommended for approval by the Board of Governors amendments to the Respectful Campus Policy.

Under the University's Act, section 9 (1), the Board of Governors has the power: "to establish academic, research, service and institutional policies and plans and to control the manner in which they are implemented". The University's Policy Framework is a key institutional policy that delegates the Board's power, establishing categories of policy instruments with distinct approval pathways.

KEY CONSIDERATIONS:

- Board approval is sought for the amended Respectful Campus Policy, as presented.

MOTION FOR CONSIDERATION:

That pursuant to the recommendation of the Governance, Nominations & Human Resources Committee, the Board of Governors hereby approves the amendments to the Respectful Campus Policy, as presented.

ALIGNMENT WITH MISSION, VISION, VALUES & STRATEGIC PLAN:

- This policy instrument supports the University's values of integrity and respect by demonstrating the University's commitment to establishing a safe, inclusive, and equitable culture at the Institution.

BACKGROUND/CONTEXT & RATIONALE:

- Under the Occupational Health and Safety Act, the University is required to review its Respectful Campus Policy and Procedures every year to ensure that they continue to meet the needs of the University Community and are in compliance with the University's legal obligations.
- The Human Rights Office plays a significant role in advancing the strategic objective of creating a sticky campus. This work is done with a focus on initiatives to improve the culture within which students learn and employees work.
- The purpose of the Respectful Campus Policy is to communicate the University's Human Rights responsibilities and obligations in a central document that applies to all University Members. Furthermore, the Policy communicates the University's commitment to preventing and addressing incidents of harassment and discrimination within the University.
- Arising from this year's review, certain revisions to the policy instruments are being proposed that primarily relate to the following two areas:
 1. ensuring alignment with the Anti-Hate / Anti-Racism Guidelines that were approved last year, i.e., adopting language from the Guidelines; and,
 2. enhancing clarity related to the dispute resolution process.

CONSULTATION PROCESS:

The consultation path for the Policy and Procedures was as follows:

- Policy Advisory Committee (September 22, 2025)
- Faculty Association (are required by the Collective Agreement) (September 17, 2025)
- Academic Council (September 23, 2025)
- Online Consultation (September 23 to October 3, 2025)
- Joint Occupational Health and Safety Committee (October 3, 2025)
- Senior Leadership Team (Consultation)
- President (Deliberation on Procedures)
- GNHR (October 30, 2025 – Approval of Procedures, Deliberation on Policy)

Consultation Comments and Response:

Comments and responses have been tabulated in the attached Appendix A.

NEXT STEPS:

- None

SUPPORTING MATERIALS:

- Respectful Campus Policy (blackline and clean versions)
- Appendix A: Consultation Feedback Chart

Respectful Campus Policy

Classification number LCG 1107

Framework category Legal, Compliance and Governance

Approving authority Board of Governors

Policy owner General Counsel

Approval date April 22, 2021

Review date April 2024

Last updated February 13, 2023

Purpose

The Respectful Campus Policy (“the Policy”) outlines Ontario Tech University’s (“the University”) commitment to promote and sustain a respectful and inclusive campus in accordance with the Ontario Human Rights Code (“the Code”), the Accessibility for Ontarians with Disabilities Act, the Occupational Health and Safety Act (“OHSA”), and the Ministry of Training, Colleges and Universities Act. The purpose of the Policy is to ensure the campus community is familiar with their various rights, roles, responsibilities and obligations as they relate to preventing and responding to all forms of Discrimination and Harassment.

Definitions

For the purposes of this Policy and associated procedures and guidelines, the following definitions apply:

“Barriers” include attitudes (stereotypes or prejudices), policies, practices, rules and designs that prevent full participation of individuals or groups on the basis of a Protected Ground (defined below).

"Complainant" refers to an individual who is alleged to have experienced a breach of the Policy.

"Discrimination" is a distinction, without lawful justification, whether intentional or not, which has the effect of denying benefits to, or otherwise disadvantaging, an individual on the basis of a Protected Ground. Discrimination may involve direct actions that are discriminatory on their face, or it may involve rules, practices or procedures that appear neutral, but have the effect of disadvantaging one or more groups of people.

"Discriminatory Harassment" means engaging in a course of vexatious comment or conduct based on any Protected Ground, that is known or ought reasonably to be known to be unwelcome. Discriminatory Harassment may include, for example, taunting or mocking someone’s race; making, distributing, or posting Hate; ridiculing an individual’s

disability; or, targeting others with sexual, gender-based or homophobic slurs. While Discriminatory Harassment usually consists of repeated acts, a single serious incident that has a lasting harmful effect may also constitute Discriminatory Harassment.

“Disrespect” is behavior that falls short of Harassment, but nevertheless has harmful impacts on the campus environment, e.g., rude, inconsiderate and passive aggressive behavior. Disrespect, if left unaddressed, can escalate to Discrimination or Harassment.

“Duty to Accommodate” refers to the obligation to eliminate the disadvantage, to the point of undue hardship, caused by barriers that exclude individuals or groups protected under the Code from participating in all aspects of their employment, academic endeavors, or use of facilities and housing on campus. Failure to meet the Duty to Accommodate is a form of Discrimination. For more on the Duty to Accommodate see the University’s Accommodation Policy.

“Employee” means job applicants and individuals performing services directly on the University’s behalf, including administrative staff members, Faculty, volunteers and contract employees. Students who are employed during the course of their studies, are “Employees” for the purposes of this Policy when they are engaged in employment activities, but not otherwise.

“Faculty” includes a Faculty Members at the University and includes those with both limited term and indefinite term appointments, as well as those with paid, unpaid and honorific appointments. For greater certainty, “Faculty” also includes visiting scholars and emeritus professors.

“Harassment” is the term used in this Policy to represent all forms of Harassment: Discriminatory Harassment, Reprisal, Sexual Harassment, Sexual Misconduct and Workplace Harassment.

For greater context, Harassment is objectionable and unwanted behaviour that is verbally abusive, vexatious or hostile, that is without reasonable justification, and that creates a hostile or intimidating environment for working, learning or living. Harassment may be intentional or unintentional.

Harassing behaviour includes, but is not limited to cumulative demeaning or intimidating comments, gestures or conduct; verbal aggression or yelling; bullying; threats to a person’s employment or educational status, person or property; persistent comments or conduct, including ostracism or exclusion of a person, that undermines an individual’s self-esteem so as to compromise their ability to achieve work or study goals; abuse of power, authority or position; sabotage of a person’s work; humiliating initiation practices; hazing; calling someone derogatory names; spreading of malicious rumours or lies; or making malicious or vexatious complaints about a person.

Harassment does not include the exercise of appropriate managerial or supervisory direction, including performance management and the imposition of discipline;

constructive criticism; respectful expression of differences of opinions; reasonable changes to assignments or duties; correction of inappropriate behaviour; interpersonal conflict; instructional techniques such as irony, conjecture, and refutation, or assigning readings or other instructional materials that advocate controversial positions; and single incidents of thoughtless, petty or foolish words or acts that cause fleeting harm.

"Hate" for the purposes of this Policy and related procedures and guidelines means:

- a criminal offense committed against a person or property that is motivated in any part by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, or any other similar factor;
- any communication used by a person or group that advocates or willfully promotes hatred based on colour, nationality or ethnic origin, race, religion and/or sexual orientation; hatred against any identifiable group, or the incitement of hatred against any identifiable group where such incitement is likely to lead to a breach of the peace and includes advocating genocide; and public communication that willfully promotes Antisemitism by denying, condoning, or downplaying the Holocaust; and/or,
- publishing or displaying or causing the publication or display before the public of any notice, sign, symbol, emblem or other similar representation that indicates the intention of the person to Discriminate or that is intended to incite others to Discriminate.

"JHSC" means the Joint Health & Safety Committee(s) at the University.

"Mediation" is a structured process during which parties in dispute are assisted by a third-party to discuss a dispute and attempt to arrive at a mutually agreeable resolution. Mediation is a voluntary process and can only proceed if all parties involved agree to participate. Depending on the circumstances, Mediation may result in a signed agreement summarizing the agreed upon terms of settlement.

"Microaggression" means a comment or action that negatively targets a group based on a Protected Ground (e.g. a racist, sexist or homophobic comment). Microaggressions may be intentional or accidental but are nonetheless harmful and stigmatizing to a certain group of people. If allowed to go unchallenged, Microaggressions may escalate to Discrimination and/or Harassment.

"Person(s) of Authority" includes any person who has charge of a workplace, authority over another Employee or authority in the administration of education, including supervisors, managers, senior management and Faculty leadership (e.g. Deans, Associates Deans, etc.).

"Poisoned Environment" is a form of indirect Discriminatory Harassment. It occurs when comments or conduct (including comments or conduct that are condoned or allowed to continue when brought to the attention of a Person of Authority), ridicule or

demean a person or group based upon a Protected Ground. The comments or conduct need not be directed at a specific person, and may be from any person, regardless of position or status.

"Protected Ground(s)" are the grounds contained in the Code under which individuals are protected against Discrimination and Harassment. All University Members are protected under the following Grounds: "race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status and disability." Employees are additionally protected under the Ground "record of offences."

"Racism" means an abuse of power and privilege based on an ideology of superiority/inferiority between a dominant race over a non-dominant or marginalized population. It marks one set of people as 'other' and 'different' and another set of people as 'normal' or 'better'.

"Report" refers to a reported violation of the Policy.

"Reprisal" is a form of Harassment that includes retaliation, coercion, dismissal, threats or intimidation of anyone who in good faith: raises complaints or concerns, exercises their rights, or participates in a remedial process under this Policy.

"Respect" refers to a standard of interpersonal communication and behaviour characterized by self-restraint and consideration for others.

"Respondent" refers to anyone who is alleged to have breached of the Policy.

"Sexual Harassment" means,

- engaging in a course of vexatious comment or conduct because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome;
- making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement and the person knows or ought reasonably to know that the solicitation or advance is unwelcome; or
- a reprisal or a threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made or threatened by a person in a position to confer, grant or deny a benefit or advancement to the person.

Sexual Harassment includes but is not limited to, sexually suggestive or obscene remarks or gestures and negative stereotypical comments based on gender, sex, sexual orientation, gender identity and gender expression.

"Sexual Misconduct" refers to physical sexual relations with a Student, touching of a sexual nature of a Student or behaviour or remarks of a sexual nature toward a Student by

an Employee where, the act constitutes an offence under the Criminal Code of Canada, the act amounts to Sexual Harassment as defined in this Policy, or the act contravenes any other policy, rule or other requirement respecting sexual relations between Employees and Students, including the Student Sexual Violence Policy and the Ethical Conduct Policy.

“University Member” means any individual who at the time of the alleged Policy violation:

- is employed by the University or holds an appointment with the University, including paid, unpaid and/or honorific appointments (**“Employee”**);
- is registered as a student, in accordance with the academic regulations of the University (**“Student”**); and/or
- Is otherwise subject to University policies by virtue of the requirements of a specific policy (e.g. Booking and Use of University Space) and/or the terms of an agreement or contract and includes visitors and guest speakers.

“Workplace” means any place where Employees engage in any facet of employment activity (e.g. recruitment, training, evaluation and development), including employment activities online, outside the normal place of work, and employment activities that occur outside of normal working hours.

“Workplace Harassment” means,

- engaging in a course of vexatious comment or conduct against an Employee in a workplace that is known or ought reasonably to be known to be unwelcome (arbitrators have interpreted this form of Workplace Harassment to encompass “serious actions with significant consequences” as opposed to “the normal abrasiveness of daily life in the workplace,” examples of which have been found to include interpersonal conflict, personal animosity and employee feuds) and/or,
- Workplace Sexual Harassment - defined as Sexual Harassment against an Employee in the Workplace.

Scope and authority

The General Counsel is the Policy Owner. The Policy Owner is responsible for overseeing the implementation, administration, interpretation and application of this Policy.

This Policy applies to all University Members in all aspects of their engagement with the University.

Ontario Tech University has a [Student Sexual Violence Policy](#), which sets out a framework for ensuring that students who experience sexual violence are directed to appropriate supports and services and that includes a set of procedures that are completely Student-driven; meaning Students decide if they want to file a Report or to

participate in dispute resolution options. Sexual Harassment, as defined under this policy is also defined as Student Sexual Violence when perpetrated by or against a Student. If a Student alleges sexual violence against an Employee or an Employee alleges Sexual Harassment by a Student, all of the rights, roles, responsibilities and obligations established under the Student Sexual Violence Policy will apply to the Student and this Policy and its related procedure will be applied to Employees.

This Policy and its corresponding Procedures do not override or diminish the rights provided to Employees under applicable Collective Agreements, including the right to academic freedom afforded to Faculty. Collective Agreements will supersede this Policy to the extent there is a conflict.

This Policy does not prevent University Members from pursuing resolutions or to seek review of university decisions through external resources and processes, including those offered by the Human Rights Legal Support Centre, the Human Rights Tribunal of Ontario, the Ontario Labour Relations Board and the Ontario Ombudsman's Office.

Policy

The University promotes a campus environment that is equitable, inclusive and accessible, and does not tolerate, ignore or condone Discrimination or Harassment by or against anyone.

The University is committed to providing a campus environment in which all University Members are treated with dignity, and to fostering a climate of understanding and mutual respect. Excellence in the university community is fostered by promoting the freest possible exchange of information, ideas, beliefs and opinions in diverse forms, and it necessarily includes dissemination and discussion of controversial topics and unpopular points of view. However, [Freedom of expression](#) and freedom of inquiry must be exercised responsibly, in ways that demonstrate active concern and respect for others, including their ability to participate meaningfully in the exchange of information, ideas, beliefs and opinions (refer to the University's [Freedom of Expression Policy](#)).

The University will maintain a respectful campus environment in which the human dignity of everyone is valued, and the diverse perspectives, ideas and experiences of all members of the community are able to flourish. While misunderstandings and conflicts will occur in a complex, demanding and diverse campus environment where collaboration is essential to success, early and informal approaches to resolution should be sought whenever possible and appropriate.

To promote a respectful campus environment:

1. The University will ensure that procedures are in place for the prevention of, and response to Discrimination, Harassment and other breaches of this Policy.
2. The University will provide information, instruction and assistance to University Members with respect to Discrimination and Harassment.

3. The University will provide Persons of Authority with information and instruction that will enable them to recognize, assess and address Discrimination and Harassment, and to understand how to respond appropriately when such incidents are alleged. The University will also provide Persons of Authority with information and instruction that will enable them to effectively and quickly address disrespectful behavior, Microaggressions and any other behaviours that negatively impact group cohesion.
4. Any University Member who believes they have been Discriminated against or Harassed, or have witnessed Discrimination or Harassment, is expected to make good faith efforts to resolve their concerns depending on the circumstances, and/or Report the situation in a timely manner.
5. The University will administer the processes set out in applicable procedures responding to Reports fairly and promptly, with adequate regard to the unique circumstances of each case, and in a manner that prioritizes the dignity and privacy of individuals involved.
6. Where applicable and appropriate, the University will make available informal dispute resolution processes such as Mediation to resolve disputes and underlying conflict at the heart of a Report.
7. The University will inform and update Complainants, Respondents and relevant Persons of Authority (as appropriate) about the status of dispute resolution processes as they progress.
8. University Members are protected against Reprisal for submitting a Report in good faith, or for participating in a related dispute resolution process. A University Member who believes they have been penalized for submitting a Report in good faith, or for participating in a related investigation, may pursue the allegation of Reprisal by submitting a Report.
9. Reprisal protection does not apply to a University Member who submits a Report that is determined to be frivolous or vexatious, or who exhibits bad faith and/or refuses to cooperate in the course of an investigation; each of which are considered breaches of this policy.
10. The University will respect the privacy of individuals involved in Reports and investigations, ensuring information about a Report is not disclosed, except to the extent necessary to investigate, take corrective action, implement measures to protect the health and safety of University Members and/or restore the learning/work environment, or as otherwise required by law.
11. Personal Information collected under this Policy will be used only for the purposes of administering this Policy and will be disclosed only on a need-to-know basis, to the extent disclosure is required to fulfill the University's legal obligations under the Code, the Occupational Health & Safety Act, and any other applicable law and/or legal obligations, including any applicable collective agreement. Subject to applicable law, Personal Information collected, used and disclosed under this Policy will otherwise be kept confidential, and will be stored and disposed of in accordance with Freedom of Information and Protection of Privacy Act and Ontario Tech University's [Records Management Policy](#).
12. University Members who engage in Discrimination and/or Harassment or other breaches of this policy will be held accountable and may be subject to disciplinary

measures, up to and including termination of employment or permanent dismissal of a Student.

ROLES AND RESPONSIBILITIES

All University Members

1. Have a shared responsibility for maintaining a respectful environment that is free from Discrimination and Harassment.
2. Are responsible for familiarizing themselves with this Policy and related procedures and guidelines;
3. Will refrain from engaging in Discrimination and Harassment or other breaches of this Policy.
4. Will build and maintain positive and productive relationships and demonstrate Respect in their interactions.
5. Will work cooperatively and constructively to resolve conflicts they encounter and seek assistance from a Person of Authority, as appropriate, regarding any escalating conflict they are unable to resolve themselves.
6. Will complete all required Discrimination and Harassment instruction and training within established timelines.
7. Will exercise rights under this Policy in good faith using prescribed channels. For more information on reporting Discrimination and Harassment refer to the procedures for [Employees](#) and [Students](#).
8. Will participate in and cooperate with the reporting process and/or any related investigation, including respecting confidentiality obligations.
9. Will comply with the corrective measures imposed by the University under this Policy, subject to relevant collective agreements and other appeal rights.

Persons of Authority

Persons of Authority are responsible for supporting the University in its duty to create and maintain a respectful environment that is free from Discrimination and Harassment. Therefore, Persons of Authority have additional obligations in addition to the expectations for all University Members (above). Persons of Authority:

1. Will cultivate a respectful and inclusive environment where people feel safe to raise concerns;
2. Will ensure expected standards under this Policy are adhered to, including addressing and resolving Microaggressions and other disrespectful behavior should they occur;
3. Will lead by example, acting with Respect and modelling positive relationship building and constructive conflict resolution skills in dealings with all University Members, and particularly those under their authority;
4. Are responsible for ensuring University Members under their authority are aware of this Policy and its associated procedures and guidelines;

5. Will avoid the appearance of favoritism and unfairness by following and promoting adherence to evidence-based decision-making and the principles of non-Discrimination outlined in this Policy;
6. Will consider seriously each incident, concern or Report brought forward by taking immediate action to stop any Discrimination, Harassment or other inappropriate behavior, whether the subject of a formal complaint or not, by following policies and procedures to the extent necessary to ensure compliance (note: A Person of Authority cannot agree “to do nothing,” even when that is requested by an Employee);
7. Will inform the Human Rights office about all activities related to Discrimination and Harassment or other concerns and Reports related to this Policy; and,
8. Will implement recommendations and restore areas under their authority that have been disrupted by alleged or actual Policy violations, or complaint resolution processes.

Human Rights Office

1. The Human Rights office is responsible for the interpretation and administrative direction of this policy and its associated policies, procedures and guidelines to ensure their compliance with regulatory requirements and will take primary responsibility for updating related procedures applicable to Employees and Students, ensuring that all related procedures are reviewed as often as is necessary in consultation with all appropriate departments.
2. The Human Rights office will oversee dispute resolution processes, determine needs and engage specialist support, as necessary, for investigation, fact finding, Mediation or other interventions required to restore the campus to a positive and productive environment, including:
 1. receiving and responding to Reports from all University Members while ensuring Reports are responded to appropriately using voluntary dispute resolution methods and/ investigations in a timely and equitable manner, as outlined in this Policy and in related procedures and guidelines;
 2. ensuring the appropriate departments and/or individuals are advised of a Report, where appropriate; and,
 3. ensuring the outcome of an investigation under this Policy, is communicated in writing to Complainant(s), Respondent(s) and relevant Persons of Authority to support corrective and restorative measures.
3. The Human Rights Office is also responsible for:
 1. ensuring that copies of this Policy and related procedures are posted on the University website;
 2. providing Employees with appropriate information and instruction with respect to Discrimination and Harassment, including notifying them of this Policy and its related procedures and guidelines; and,
 3. Submitting an Annual Report to the Board of Governors including statistics and trends in human rights Reports and other program initiatives.

Human Resources

1. Human Resources is responsible for the following compliance obligations under the *Occupational Health & Safety Act*
 1. ensuring all Employees are provided with information and instruction that will enable them to recognize, assess and address Workplace Harassment in their respective workplaces, and will ensure Persons of Authority are aware of this Policy and related procedures;
 2. ensuring that copies of this Policy and employment-related procedures and guidelines are posted on the established health and safety bulletin boards where it is likely to come to the attention of Employees; and,
 3. ensuring the corrective actions taken as a result of an investigation (if any), are communicated in writing to Complainant(s) and Respondent(s) who are Employees.
2. Human Resources is also responsible for:
 3. Providing Persons of Authority with information and instruction that will enable them to effectively and quickly address disrespectful behavior, Microaggressions and any other behaviours that negatively impact group cohesion.
 1. Assisting Persons of Authority to address Microaggressions and other disrespectful behaviors that occur in the employment context; and,
 2. Assisting Persons of Authority to implement corrective and restorative measures in areas under their authority that have been disrupted by alleged or actual Policy violations, or complaint resolution activities.

Student Life

1. Student Life is responsible for:
 1. Providing Students with appropriate information with respect to Discrimination and Discriminatory Harassment, including notifying them of this Policy and its related procedures; and,
 2. Assisting Persons of Authority, in consultation with Human Resources and/or the Human Rights office, to address Microaggressions and other disrespectful behaviors that occur in the academic or on-campus housing context.

Monitoring and review

The University's General Counsel, or successor thereof, is responsible to monitor and review this Policy. This Policy will be reviewed as necessary and at least every year. The JHSC will be consulted on substantive revisions to this Policy.

Relevant legislation

Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005

Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19

Occupational Health and Safety Act, R.S.O. 1990, c O.1, as amended

Ontario Human Rights Code, R.S.O. 1990, c. H.19

Related policies, procedures & documents

Academic Accommodation for Students with Disabilities [[Procedures](#)]

Accessibility [[Policy](#)]

Accommodation for Employees and Job Applicants with Disabilities [[Procedures](#)]

Accommodation [Policy]

Anti-Hate/Anti-Racism [Guidelines]

Change of Gender [[Policy](#)]

Exempt Academic Staff [Policy]

Exempt Academic Staff Employment (Deans, Associate Deans and Teaching Staff Governors [Procedures]

Freedom of Expression [Policy]

Fair Processes [Policy]

Non-Academic Staff Policies

Student Sexual Violence [Policy and Procedures]

To Prevent and Address Discrimination and Harassment by or Against Employees [Procedures]

To Prevent and Address Discrimination and Harassment by or Against Students [Procedures]

Student Conduct [Policy]

Medical Cannabis Use by Students [[Procedures](#)]

Service Animals [Procedures]

Use of Memory Aids by Students with Disabilities [[Directives](#)]

Use of Audio Recording of Lectures by Students with Disabilities [[Directives](#)]

Respectful Campus Policy

Classification number LCG 1107

Framework category Legal, Compliance and Governance

Approving authority Board of Governors

Policy owner General Counsel

Approval date April 22, 2021

Review date April 2024

Last updated February 13, 2023

Purpose

The Respectful Campus Policy (“the “Policy”) outlines Ontario Tech University’s (“the University”) commitment to promote and sustain a respectful and inclusive campus in accordance with the Ontario Human Rights Code (“the “Code”), the Accessibility for Ontarians with Disabilities Act, ~~and~~ the Occupational Health and Safety Act (“OHSA”), and the Ministry of Training, Colleges and Universities Act. The purpose of the Policy is to ensure the campus community is familiar with their various rights, roles, responsibilities and obligations as they relate to preventing and responding to all forms of ~~Harassment and Discrimination~~ and Harassment.

Definitions

For the purposes of this Policy ~~and~~ associated procedures and guidelines, the following definitions apply:

“**Barriers**” include attitudes (stereotypes or prejudices), policies, practices, rules and designs that prevent full participation of individuals or groups on the basis of a Protected Ground (defined below).

“**Complainant**” refers to an individual who ~~has filed a Report regarding an~~ alleged to have experienced ~~breach of this policy~~ a breach of the Policy.

“**Discrimination**” is a distinction, without lawful justification, whether intentional or not, which has the effect of denying benefits to, or otherwise disadvantaging, an individual on the basis of a Protected Ground ~~(defined below)~~. Discrimination may involve direct actions that are discriminatory on their face, or it may involve rules, practices or procedures that appear neutral, but have the effect of disadvantaging one or more groups of people.

“**Discriminatory Harassment**” means engaging in a course of vexatious comment or conduct based on any Protected Ground, that is known or ought reasonably to be known to be unwelcome. Discriminatory Harassment may include, for example, taunting or

mocking someone's race; making, distributing, or posting Hate; ridiculing an individual's disability; or targeting others with sexual, gender-based or homophobic slurs. While Discriminatory Harassment usually consists of repeated acts, a single serious incident that has a lasting harmful effect may also constitute Discriminatory Harassment.

Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: Font: (Default) Times New Roman, 12 pt

"Disrespect" is behavior that falls short of Harassment, but nevertheless has harmful impacts on the campus environment, e.g., rude, inconsiderate and passive aggressive behavior. Disrespect, if left unaddressed, can escalate to ~~Harassment or~~ Discrimination or Harassment.

"Duty to Accommodate" refers to the obligation to eliminate the disadvantage, to the point of undue hardship, caused by barriers that exclude individuals or groups protected under the Code from participating in all aspects of their employment, academic endeavors, or use of facilities and housing on campus. Failure to meet the Duty to Accommodate is a form of Discrimination. For more on the Duty to Accommodate see the University's Accommodation Policy.

"Employee" means job applicants and individuals performing services directly on the University's behalf, including administrative staff members, Faculty, volunteers and contract employees. Students who are employed during the course of their studies, are "Employees" for the purposes of this Policy when they are engaged in employment activities, but not otherwise.

"Faculty" includes a Faculty Members at ~~the Ontario Tech~~ University, and includes those with both limited term and indefinite term appointments, as well as those with paid, unpaid and honorific appointments. For greater certainty, "Faculty" also includes visiting scholars and emeritus professors.

"Harassment" is the term used in this ~~Policy instrument~~ to represent all forms of Harassment: Discriminatory Harassment, Reprisal, Sexual Harassment, Sexual Misconduct and Workplace Harassment and Sexual Harassment.

For greater ~~context certainty~~, Harassment is objectionable and unwanted behaviour that is verbally abusive, vexatious or hostile, that is without reasonable justification, and that creates a hostile or intimidating environment for working, learning or living. Harassment may be intentional or unintentional. ~~While harassment usually consists of repeated acts, a single serious incident that has a lasting harmful effect may also constitute harassment.~~

Harassing behaviour includes, but is not limited to cumulative demeaning or intimidating comments, gestures or conduct; verbal aggression or yelling; bullying; threats to a person's employment or educational status, person or property; persistent comments or conduct, including ostracism or exclusion of a person, that undermines an individual's self-esteem so as to compromise their ability to achieve work or study goals; abuse of power, authority or position; sabotage of a person's work; humiliating initiation practices;

hazing; calling someone derogatory names; spreading of malicious rumours or lies; or making malicious or vexatious complaints about a person.

Harassment does not include the exercise of appropriate managerial or supervisory direction, including performance management and the imposition of discipline; constructive criticism; respectful expression of differences of opinions; reasonable changes to assignments or duties; correction of inappropriate behaviour; interpersonal conflict; instructional techniques such as irony, conjecture, and refutation, or assigning readings or other instructional materials that advocate controversial positions; and single incidents of thoughtless, petty or foolish words or acts that cause fleeting harm.

"Hate" for the purposes of this Policy and related procedures and guidelines means:

- a criminal offense committed against a person or property that is motivated in any part by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, or any other similar factor;-
- any communication used by a person or group that advocates or willfully promotes hatred based on colour, nationality or ethnic origin, race, religion and/or sexual orientation; hatred against any identifiable group, or the incitement of hatred against any identifiable group where such incitement is likely to lead to a breach of the peace and includes advocating genocide; and public communication that willfully promotes Antisemitism by denying, condoning, or downplaying the Holocaust; and/or,
- publishing or displaying or causing the publication or display before the public of any notice, sign, symbol, emblem or other similar representation that indicates the intention of the person to Discriminate or that is intended to incite others to Discriminate,

"JHSC" means the Joint Health & Safety Committee(s) at ~~the Ontario Tech~~ University.

"Mediation" ~~is a structured process during which parties in dispute are assisted by a third-party to discuss a dispute and attempt to arrive at a mutually agreeable resolution. Mediation is a voluntary process and can only proceed if all parties involved agree to participate. Depending on the circumstances, Mediation may result in a signed agreement summarizing the agreed upon terms of settlement.~~ is a structured process in which parties in dispute are assisted by a third party to engage in dialogue and attempt to arrive at a mutually agreeable resolution. Mediation is a voluntary process and can only proceed if all parties involved agree to participate.

"Microaggression" means a comment or action that negatively targets a group based on a Protected Ground (e.g. a racist, sexist or homophobic comment). Microaggressions may be intentional or ~~accidental, but~~ accidental but are nonetheless harmful and stigmatizing to a certain group of people. If allowed to go unchallenged, Microaggressions may escalate to ~~Harassment and/or~~ Discrimination and/or Harassment.

Formatted: Font: Bold

Formatted: Font: 12 pt

Formatted: List Paragraph, Bulleted + Level: 1 +
Aligned at: 0.79" + Indent at: 1.04"

Formatted: Font: (Default) Times New Roman, 12 pt,
Ligatures: None

"Person(s) of Authority" includes ~~s, for the purposes of this policy and related procedures, a~~ny person who has charge of a workplace, authority over another Employee or authority in the administration of education, including supervisors, managers, senior management and Faculty leadership (e.g. Deans, Associates Deans, etc.).

"Poisoned Environment" is a form of indirect Discriminatory Harassment. It occurs when comments or conduct (including comments or conduct that are condoned or allowed to continue when brought to the attention of a Person of Authority), ridicule or demean a person or group based upon a Protected Ground. The comments or conduct need not be directed at a specific person, and may be from any person, regardless of position or status.

"Protected Ground(s)" are the grounds contained in the ~~Ontario Human Rights~~ Code under which individuals are protected against ~~De~~iscrimination and ~~H~~arassment. All University Members are protected under the following Grounds: "race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status and disability." Employees are additionally protected under the ~~G~~round "record of offences."

"Racism" means an abuse of power and privilege based on an ideology of superiority/inferiority between a dominant race over a non-dominant or marginalized population. It marks one set of people as 'other' and 'different' and another set of people as 'normal' or 'better'. means:

Formatted: Font: Bold

"Report" refers to a reported violation of the Policy.

~~refers to information about Harassment and/or Discrimination that is reported under the applicable procedures.~~

"Reprisal" is a form of Harassment that includes retaliation, coercion, dismissal, threats or intimidation of anyone who in good faith: raises complaints or concerns, exercises their rights, or participates in a remedial process under this Policy.

"Respect" refers to a standard of interpersonal communication and behaviour characterized by self-restraint and consideration for others.

"Respondent" refers to anyone who is alleged to have breached of the Policy.~~refers to any party who is alleged to have engaged in a breach of this policy.~~

"Sexual Harassment" means,

1. engaging in a course of vexatious comment or conduct because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome;

2. making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement and the person knows or ought reasonably to know that the solicitation or advance is unwelcome; or

3. a reprisal or a threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made or threatened by a person in a position to confer, grant or deny a benefit or advancement to the person.

Sexual Harassment includes but is not limited to, sexually suggestive or obscene remarks or gestures and; negative stereotypical comments based on gender, sex, ~~or~~ sexual orientation, gender identity and gender expression.

“**Sexual Misconduct**” refers to physical sexual relations with a Student, touching of a sexual nature of a student or behaviour or remarks of a sexual nature toward a Student by an employee where, the act constitutes an offence under the Criminal Code of Canada, the act amounts to Sexual Harassment as defined in thise Policy, or the act contravenes any other policy, rule or other requirement respecting sexual relations between Employees and Students, including the Student Sexual Violence Policy and the Ethical Conduct Policy.

“**University Member**” means any individual who at the time of the alleged Policy violation:

• is employed by the University or holds an appointment with the University, including paid, unpaid and/or honorific appointments (“**Employee**”);

• is registered as a student, in accordance with the academic regulations of the University (“**Student**”); and/or

• Is otherwise subject to University policies by virtue of the requirements of a specific policy (e.g. Booking and Use of University Space) and/or the terms of an agreement or contract and includes visitors and guest speakers.

“**Workplace**” means any place where Employees engage in any facet of employment activity (e.g. recruitment, training, evaluation and development), including employment activities online, outside the normal place of work, and employment activities that occur outside of normal working hours.

“**Workplace Harassment**” means,

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Formatted: List Paragraph, Indent: Left: 0.79", Bulleted + Level: 1 + Aligned at: 0.79" + Indent at: 1.04"

Formatted: Indent: Left: 0.79"

Formatted: List Paragraph, Indent: Left: 0.79", Bulleted + Level: 1 + Aligned at: 0.79" + Indent at: 1.04"

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Formatted: Indent: Left: 0.79"

Formatted: Font: (Default) Times New Roman, 12 pt

Formatted: List Paragraph, Indent: Left: 0.79", Bulleted + Level: 1 + Aligned at: 0.79" + Indent at: 1.04"

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Formatted: Indent: Left: 0.79"

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Formatted: List Paragraph, Indent: Left: 0.79", Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

Formatted: Indent: Left: 0.79"

Formatted: List Paragraph, Indent: Left: 0.79", Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

- ~~engaging in a course of vexatious comment or conduct against an Employee in a workplace that is known or ought reasonably to be known to be unwelcome (arbitrators have interpreted this form of Workplace Harassment to encompass “serious actions with significant consequences” as opposed to “the normal abrasiveness of daily life in the workplace,” examples of which have been found to include interpersonal conflict, personal animosity and employee feuds);~~ and/or,

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

- ~~Workplace Sexual Harassment - defined as Sexual Harassment against an Employee in the Workplace.~~

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Formatted: List Paragraph, Bulleted + Level: 1 + Aligned at: 0.79" + Indent at: 1.04"

Scope and authority

The ~~University's~~ General Counsel is the Policy Owner. The Policy Owner is responsible for overseeing the implementation, administration, interpretation and application of this Policy.

~~The Policy Owner will ensure the Policy is reviewed as often as is necessary, and in any event, at least annually, in accordance with the University's Policy Framework and relevant Collective Agreements. The JHSC will be consulted on substantive revisions to this Policy.~~

This Policy applies to all University Members in all aspects of their engagement with the University.

Ontario Tech University has a [Student Sexual Violence Policy](#), which sets out a framework for ensuring that students who experience sexual violence are directed to appropriate supports and services and that includes a set of procedures that are completely ~~s~~Student-driven; meaning ~~S~~tudents decide if they want to file a ~~R~~formal ~~r~~eport or to participate in ~~d~~ispute resolution options. Sexual Harassment, as defined under this policy is also defined as Student Sexual Violence when perpetrated by or against a ~~S~~tudent. ~~In the event that~~ If a ~~S~~tudent alleges sexual violence against an Employee or an ~~E~~mployee alleges ~~S~~exual ~~H~~arassment by a ~~S~~tudent, all of the rights, roles, responsibilities and obligations established under the Student Sexual Violence Policy will apply to the Student and this Policy and its related procedures ~~s~~ will be applied to Employees.

This Policy and its corresponding Procedures do not override or diminish the rights provided to Employees under applicable Collective Agreements, including the right to academic freedom afforded to Faculty. Collective Agreements will supersede this Policy to the extent there is a conflict.

This Policy does not ~~preclude/prevent~~ University Members from pursuing ~~resolution/resolutions or to seek external review of university decisions~~ through external resources and processes, ~~including those offered by the Human Rights Legal Support~~

Centre, the Human Rights Tribunal of Ontario, ~~and~~ the Ontario Labour Relations Board ~~and the Ontario Ombudsman's Office.~~

Policy

The University promotes a campus environment that is equitable, inclusive and accessible, and does not tolerate, ignore or condone Discrimination or Harassment by or against anyone.

The University is committed to providing a campus environment in which all University Members are treated with dignity, and to fostering a climate of understanding and mutual respect. Excellence in the university community is fostered by promoting the freest possible exchange of information, ideas, beliefs and opinions in diverse forms, and it necessarily includes dissemination and discussion of controversial topics and unpopular points of view. However, [Freedom of expression](#) and freedom of inquiry must be exercised responsibly, in ways that demonstrate active concern and respect for others, including their ability to participate meaningfully in the exchange of information, ideas, beliefs and opinions (refer to the University's [Freedom of Expression Policy](#)).

The University will maintain a respectful campus environment in which the human dignity of ~~each individual~~[everyone](#) is valued, and the diverse perspectives, ideas and experiences of all members of the community are able to flourish. While misunderstandings and conflicts will occur in a complex, demanding and diverse campus environment where collaboration is essential to success, early and informal approaches to resolution should be sought whenever possible and appropriate.

To promote a respectful campus environment:

1. The University will ensure that procedures are in place for the prevention of, and response to ~~Harassment~~, Discrimination, ~~Harassment~~ and other breaches of this ~~P~~olicy.
2. The University will provide information, instruction and assistance to University Members with respect to ~~Harassment and~~ Discrimination ~~and Harassment~~.
3. The University will provide Persons of Authority with information and instruction that will enable them to recognize, assess and address ~~Harassment and~~ Discrimination ~~and Harassment~~, and to understand how to respond appropriately when such incidents are alleged. The University will also provide Persons of Authority with information and instruction that will enable them to effectively and quickly address disrespectful behavior, Microaggressions and any other behaviours that negatively impact group cohesion.
4. Any University Member who believes they have been ~~harassed or d~~ ~~Discriminated against~~ ~~or Harassed~~, or have witnessed ~~Harassment or~~ Discrimination ~~or Harassment~~, is expected to make good faith efforts to resolve

their concerns depending on the circumstances, and/or Report the situation in a timely manner.

5. The University will administer the processes set out in applicable procedures responding to Reports fairly and promptly, with adequate regard to the unique circumstances of each ~~particular case~~, and in a manner that prioritizes the dignity and privacy of individuals involved.
6. Where applicable and appropriate, the University will make available informal dispute resolution processes such as Mediation ~~in an attempt to~~ resolve disputes and underlying conflict at the heart of a Report.
7. The University will inform and update Complainants, Respondents and relevant Persons of Authority (as appropriate) about the status of dispute resolution processes as they progress.
8. University Members are protected against Reprisal for submitting a Report in good faith, or for participating in a related dispute resolution process. A University Member who believes they have been penalized for submitting a Report in good faith, or for participating in a related investigation, may pursue the allegation of Reprisal by submitting a Report, ~~and/or may pursue a Reprisal complaint through external processes.~~
9. Reprisal protection does not apply to a University Member who submits a Report that is determined to be frivolous or vexatious, or who exhibits bad faith and/or refuses to cooperate in the course of an investigation; each of which are considered breaches of this policy.
10. The University will respect the privacy of individuals involved in Reports and investigations, ensuring information about a Report is not disclosed, except to the extent necessary to investigate, take corrective action, implement measures to protect the health and safety of University Members and/or restore the learning/work environment, or as otherwise required by law.
11. Personal Information collected under this Policy will be used only for the purposes of administering this ~~Policy,~~ Policy and will be disclosed only on a need-to-know basis, to the extent disclosure is required to fulfill the University's legal obligations under the ~~Human Rights~~ Code, the Occupational Health & Safety Act, and any other applicable law and/or legal obligations, including any applicable collective agreement. Subject to applicable law, Personal Information collected, used and disclosed under this Policy will otherwise be kept confidential, and will be stored and disposed of in accordance with Freedom of Information and Protection of Privacy Act and Ontario Tech University's Records Management Policy.
12. University Members who engage in ~~Harassment and/or~~ Discrimination and/or Harassment, Reprisal or other breaches of this policy will be held accountable and may be subject to disciplinary measures, up to and including termination of employment or permanent dismissal of a Student~~academic expulsion~~.

Formatted: Font: Not Italic

Formatted: Font: Not Italic

Formatted: Font: Not Italic

Formatted: Hyperlink, Font: (Default) + Body (Calibri), 11 pt, Not Italic, Ligatures: Standard + Contextual

ROLES AND RESPONSIBILITIES

All University Members

1. Have a shared responsibility for maintaining a respectful environment that is free from ~~Harassment and~~ Discrimination and Harassment.
2. Are responsible for familiarizing themselves with this Policy and related procedures and guidelines;
3. Will refrain from engaging in ~~Harassment, Discrimination and Harassment, Sexual Misconduct, acts of Reprisal~~ or other breaches of this Ppolicy.
4. Will build and maintain positive and productive relationships and demonstrate Respect in their interactions.
5. Will work cooperatively and constructively to resolve conflicts they encounter and seek assistance from a Person of Authority, as appropriate, regarding any escalating conflict they are unable to resolve themselves.
6. Will complete all required Discrimination and Harassment instruction and training within established timelines.
7. Will exercise rights under this Policy in good faith using prescribed channels. For more information on reporting ~~Harassment and~~ Discrimination and Harassment, refer to the procedures for Employees and Students.
8. Will participate in and cooperate with the rReporting pProcess and/or any related investigation, including respecting confidentiality obligations.
9. Will comply with the corrective measures imposed by the University under this Policy, subject to relevant collective agreements and other appeal rights.

Persons of Authority

Persons of Authority are responsible for supporting ~~the Ontario Tech~~ University in its duty to create and maintain a respectful environment that is free from ~~Harassment and~~ Discrimination and Harassment. Therefore, Persons of Authority have additional obligations in addition to the expectations for all University Members (above). Persons of Authority:

1. Will cultivate a respectful and inclusive environment where people feel safe to raise concerns;
2. Will ensure expected standards under this Policy are adhered to, including addressing and resolving Microaggressions and other disrespectful behavior should they occur;
3. Will lead by example, acting with Respect and modelling positive relationship building and constructive conflict resolution skills in dealings with all University Members, ~~and in particular, and particularly~~ those under their authority;
4. Are responsible for ensuring University Members under their authority are aware of this Policy and its associated procedures and guidelines;
5. Will avoid the appearance of favoritism and unfairness by following and promoting adherence to evidence-based decision-making and the principles of non-Discrimination outlined in this Policy;
6. Will consider seriously each incident, concern or Report brought forward by taking immediate action to stop any Discrimination, Harassment or other inappropriate behavior, whether the subject of a formal complaint or not, by following policies and procedures to the extent necessary to ensure compliance

(note: A Person of Authority cannot agree “to do nothing,” even when that is requested by an ~~Employee-University Member~~);

7. Will inform the Human Rights ~~Office~~ about all activities related to Discrimination and Harassment or other concerns and Reports related to this Policy; and,
8. Will ~~cooperate with the Human Rights Office to~~ implement recommendations and restore areas under their authority that have been disrupted by alleged or actual Policy violations, or complaint resolution processes.

Human Rights Office

1. The Human Rights ~~Office~~ ~~is~~ responsible for the interpretation and administrative direction of this policy and its associated policies ~~and~~ procedures ~~and guidelines~~ to ensure their compliance with regulatory requirements and will take primary responsibility for updating related procedures applicable to Employees and Students, ensuring that all related procedures are reviewed as often as is necessary in consultation with all appropriate departments.
2. The Human Rights ~~Office~~ will oversee dispute resolution processes, determine needs and engage specialist support, as necessary, for investigation, fact finding, Mediation or other interventions required to restore the campus to a positive and productive environment, including:
 1. receiving and responding to Reports from all University Members while ensuring Reports are responded to appropriately using ~~voluntary dispute resolution methods informal~~ and ~~investigations formal dispute resolution methods i~~ in a timely and equitable manner, as outlined in this Policy and in related procedures ~~and guidelines~~;
 2. ensuring the appropriate departments and/or individuals are advised of a Report, where appropriate; and,
 3. ensuring the outcome of an investigation under this Policy, is communicated in writing to Complainant(s), Respondent(s) and relevant Persons of Authority to support corrective and restorative measures.
3. The Human Rights Office is also responsible for:
 1. ensuring that copies of this Policy and related procedures are posted on ~~the~~ University website;
 1. ~~providing~~ Employees with appropriate information and instruction with respect to ~~Discrimination and Harassment Workplace Harassment~~, including notifying them of this Policy and its related procedures ~~and guidelines~~;
 2. ~~and~~,
 3. Submitting an Annual Report to the Board of Governors ~~including about~~ statistics and trends in human rights ~~Report complaint activities~~ and other program initiatives.

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Formatted: Normal, Indent: Left: 1.25", Space Before: Auto, After: Auto

Formatted: Font: (Default) Times New Roman, 12 pt, Ligatures: None

Human Resources

1. Human Resources is responsible for the following compliance obligations under the *Occupational Health & Safety Act*
 - ~~1. providing Employees with appropriate information and instruction with respect to Workplace Harassment, including notifying them of this Policy and its related procedures;~~
 - ~~2.1~~ ensuring all ~~Employees~~ Persons of Authority are provided with information and instruction that will enable them to recognize, assess and address Workplace Harassment in their respective workplaces, and will ensure Persons of Authority are aware of this Policy and related procedures;
 - ~~3.2~~ ensuring that copies of this Policy and employment-related procedures and guidelines are posted on the established health and safety bulletin boards where it is likely to come to the attention of Employees; and,
 - ~~4.3~~ ensuring the corrective actions taken as a result of an investigation (if any), are communicated in writing to Complainant(s) and Respondent(s) who are Employees;
2. Human Resources is also responsible for:
 - ~~1. Providing Persons of Authority with information and instruction that will enable them to effectively and quickly address disrespectful behavior, Microaggressions and any other behaviours that negatively impact group cohesion, providing Employees and Persons of Authority with appropriate information and instruction with respect to Discrimination and Discriminatory Harassment, including notifying them of this Policy and its related procedures;~~
 - ~~3.~~
~~2.1~~ Assisting Persons of Authority, ~~in consultation with the Human Rights Office,~~ to address Microaggressions and other disrespectful behaviors that occur in the employment context; and,
 - ~~3.2~~ Assisting Persons of Authority to implement corrective and restorative measures in areas under their authority that have been disrupted by alleged or actual Policy violations, or complaint resolution ~~activities~~ processes.

Formatted: Indent: Left: 1.25"

Student Life

1. Student Life is responsible for:
 1. Providing Students with appropriate information with respect to ~~Discriminatory Harassment and~~ Discrimination and Discriminatory Harassment, including notifying them of this Policy and its related procedures; and,
 2. Assisting Persons of Authority, in consultation with Human Resources and/or the Human Rights ~~o~~Office, to address Microaggressions and other disrespectful behaviors that occur in the academic or on-campus housing context.

Formatted: Indent: Left: 2", No bullets or numbering

Monitoring and review

~~This Policy will be reviewed as necessary and at least every year.~~ The University's General Counsel, or successor thereof, is responsible to monitor and review this Policy. This Policy will be reviewed as necessary and at least every year. The JHSC will be consulted on substantive revisions to this Policy.

Relevant legislation

~~Human Rights Code, R.S.O. 1990, c. H.19~~

Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005

Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19

Occupational Health and Safety Act, R.S.O. 1990, c O.1, as amended

Ontario Human Rights Code, R.S.O. 1990, c. H.19

~~Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19~~

~~Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c F. 31~~

Related policies, procedures & documents

~~±~~ Academic Accommodation for Students with Disabilities [[Procedures](#)]

~~Access to Information and Protection of Privacy Policy~~

Accessibility [[Policy](#)]

~~Accessible Customer Service [[Policy](#)]~~

Accommodation for Employees and Job Applicants with Disabilities [[Procedures](#)]

Accommodation [[Policy](#)]

Anti-Hate/Anti-Racism [[Guidelines](#)]

Change of Gender [[Policy](#)]

Exempt Academic Staff [[Policy](#)]

Formatted: Indent: First line: 0.5", No bullets or numbering

Exempt Academic Staff Employment (Deans, Associate Deans and Teaching Staff Governors [Procedures]

Freedom of Expression [Policy]

~~Limited Term Academic Associates [Procedures]~~

~~Emergency Management Plan and Procedures~~

Fair Processes [Policy]

Non-Academic Staff Policies

Student Sexual Violence [Policy and Procedures]

~~Procedures to Prevent and Address Discrimination and Harassment by or Against Employees [Procedures]~~

~~Procedures to Prevent and Address Discrimination and Harassment by or Against Students [Procedures]~~

~~Records Management Policy~~

~~Joint Health and Safety Committee Terms of Reference~~

~~Occupational Health and Safety Management System~~

Student Conduct [Policy]

Medical Cannabis Use by Students [Procedures]

Service Animals [Procedures]

Use of Memory Aids by Students with Disabilities [Directives]

Use of Audio Recording of Lectures by Students with Disabilities [Directives]

~~Procedures for Accommodating Employees and Job Applicants with Disabilities~~

~~Procedures for Academic Accommodation for Students with Disabilities~~

Formatted: Indent: Left: 0"

Appendix A

Respectful Campus Policy and Procedures

Feedback on proposed 2025 Revisions

Policy Advisory Committee	Sections: 1-3
Academic Council	Sections: 4-9
Joint Health and Safety Committees	Sections: 10-10
Online Consultation	Section: 11-25
Administrative Leadership Team	No feedback

Policy Feedback

	Policy	Proposed Revision	Response	Incorporated vs. Not Incorporated
1	Hate Definition	There is no criminal offense called Hate.	This is not in dispute, but the criminal code includes provisions for courts to consider whether hate was a motivating factor in a crime during sentencing.	Not incorporated
2	Hate definition	Concern about reference to intent in the third bullet.	Bullet #3 is verbatim from the Ontario Human Rights Code.	Not incorporated
3	Typos and Grammar	Minor typos and grammar content	Revised where appropriate or necessary	Incorporated
4	Reference to Student Life	Replace with Office of the Deputy Provost	Revised	Incorporated
5	Definition of Hate	Add willful to definition to align with definition in the criminal code	revised	Incorporated
6	Definition of Hate	adds to the definition of "hate" the publication or display of notice, sign or symbol with the intent to "discriminate." However, the policy does not specify discrimination against	the definition of Discrimination in the policy notes that it must be connected to a protected ground.	Not incorporated

		what. It should be corrected to “discriminate on protected grounds”.		
7	Section 18 Employee Procedures	the investigator has been required to provide respondent with a “brief summary of allegations”, but there is nothing in the procedure to compel the investigator to provide the respondent with full details of the allegation, including date and time, location, etc. To achieve fairness, the respondent should be entitled to receiving a full copy of the complaint against them.	<p>The Procedures note that “at minimum” a brief summary of the allegations is provided when notifying a respondent that an investigation has commenced.</p> <p>The Procedures also note that investigations will be completed in adherence to Administrative Fairness principles, which includes: “The Respondent knows what the allegations are, receives enough information to provide a meaningful response, and is given a full and fair opportunity to provide relevant and material evidence responding to the allegations”</p>	Not incorporated
8	Scope and Authority - Procedures	Section on Off-campus activities vague: “Exceptional Circumstances” have not been defined clearly, leaving it entirely to the discretion of the administration to decide whether an off-campus online activity falls under this case or not. The faculty and students need to know beforehand when and how an off-campus activity might fall under this scenario.	This is addressed in the procedures: “...when an incident occurring off-campus or online are likely to have an impact on the working, living and/or learning environment at the University, or could reasonably be seen to endanger or adversely affect the health and safety of University Members.”	Not incorporated
9	Section 19 Employee Procedures	The investigator “may” set meeting with the complainant and/or respondent, but the policy does not mandate it. This is fundamentally unfair to conduct investigations without meeting with the respondent. The policy should mandate a fair meeting where the respondent would be able to present their defence.	This section is not a reference to complainants and respondents; it’s a reference to the authority of an investigator to seek interviews and evidence, and confirms that university members are obligated to cooperate with a human rights investigation.	Not incorporated
10	Definition – Workplace Harassment	Where are these quotes from? Why not use the OHSA definition or link to the ESO? “Workplace harassment is defined in the OHSA as “engaging in a course of vexatious comment or conduct against a worker in a workplace, including virtually through the use of information and	<p>The definition of “workplace harassment” is consistent with the Occupational Health and safety Act (OHSA).</p> <p>The definition of “workplace” included the term “online.”</p> <p>Have revised to adopt the language used in OHSA</p>	Partially incorporated

		communications technology, that is known or ought reasonably to be known to be unwelcome" and includes workplace sexual harassment [subsection 1(1)]."	The quotes are from arbitral decisions that help clarify what is and is not workplace harassment.	
11	Definition of Hate	The definition of hate includes "advocating genocide," but doesn't consider how contentious a couple of common protest statements like "land back" and "from the river to the sea" have become.	As a policy instrument it would not be realistic to get into this level of detail to address contentious statements of this nature and whether they amount to discriminatory harassment/Hate.	Not incorporated
12	Definition of Hate	The definitions of hate and discrimination have been significantly expanded, using vague, circular or ambiguous language.	There are no proposed changes to the definition of discrimination The definition of Hate compiles and adopts language from the Criminal Code of Canada and Ontario Human Rights Code	Not incorporated
13	Anonymous complaints	The policy permits anonymous complaints, which may compromise principles of fairness, due process, and accountability.	By directive of the Ministry on Anti-Racism and Anti-Hate, the university is required to have a mechanism to receive anonymous complaints.	Not incorporated
14	Definition of Hate	Specifically noting Antisemitism and the Holocaust, while the language of the rest of the policy is more vague, makes it appear as though this is the only incident/group that can have targeted hate. The proposed language explicitly references antisemitism in the section on "Hate" while not similarly naming other forms of discrimination such as anti-Black racism, Islamophobia, or anti-Indigenous racism.	The provisions on denying or minimizing the holocaust are in the criminal code The University has an Anti-Hate/Anti-Racism Guideline that provides detailed/broad guidance on hate and racism	Not incorporated
15	Definition of Hate	In hate definition, gender is not mentioned.	The definition includes reference to "other similar factor." The language used is from the Criminal Code	Not incorporated
16	Paragraph #2 under "Policy" heading - Policy	Links to Freedom of Expression policy returns 404.	revised	incorporated
17	Definition – discriminatory harassment	The inclusion of Hate as an example of Discriminatory Harassment potentially unduly blurs the distinction between Discrimination, Harassment, and Hate.	The definition of discriminatory harassment is broad enough to encompass acts of Hate.	Not incorporated
18	Section 8 under the Policy heading – Policy	Why is "and/or may pursue a Reprisal complaint through external processes" removed	Under scope and authority, the policy notes: This Policy does not prevent University Members	Not incorporated

		from the original text and how does that protect the individual's rights under the Code, Occupational Health and Safety Act, Collective Agreements, etc.?	from pursuing resolutions or to seek external review of university decisions through external resources and processes, including those offered by the Human Rights Legal Support Centre, the Human Rights Tribunal of Ontario, and the Ontario Labour Relations Board and the Ontario Ombudsman's Office.	
19	Definition of mediation	Any mediation and subsequent agreements should ensure that the rights of Employees are protected in accordance with their Collective Agreement, including the right to representation and the protection of Employee's rights under the relevant Collective Agreement.	The policy notes in the Scope and Authority section: "This Policy and its corresponding Procedures do not override or diminish the rights provided to Employees under applicable Collective Agreements, including the right to academic freedom afforded to Faculty. Collective Agreements will supersede this Policy to the extent there is a conflict."	Not incorporated
20	Scope and Authority section – employee procedures	Perhaps the word "handled" could be replaced by a more appropriate word in scope and authority		Not incorporated
21	Scope and Authority – employee procedures	Extending the "respect policy defined at Ontario Tech" to off-campus individual activities and under broad terms is not acceptable.	The scope of off-campus activities that may be considered part of the Workplace is based on case-law.	Not incorporated
22	Step 5, Investigation – employee procedures	The investigator has not been explicitly required to provide the respondent with the final report after the conclusion of the investigation.	The procedures note that the complainant and respondent will receive a report summarizing the investigation findings.	Not incorporated
23	Policy	The University's own Freedom of Expression Policy emphasizes the importance of protecting open dialogue and diverse viewpoints. Revisions to the Respectful Campus Policy should avoid narrowing these rights or discouraging controversial but lawful academic expression.	The Policy notes: The University is committed to providing a campus environment in which all University Members are treated with dignity, and to fostering a climate of understanding and mutual respect. Excellence in the university community is fostered by promoting the freest possible exchange of information, ideas, beliefs and opinions in diverse forms, and it necessarily includes dissemination and discussion of controversial topics and unpopular points of view. However, Freedom of expression and freedom of	Not incorporated

			inquiry must be exercised responsibly, in ways that demonstrate active concern and respect for others, including their ability to participate meaningfully in the exchange of information, ideas, beliefs and opinions (refer to the University's Freedom of Expression Policy).	
24	Definition: reprisal	Expanding harassment to include "reprisal" is inappropriate.	The term "Harassment" in the policy instruments is meant to encompass broad behaviours that are contrary to the policy. Reprisal is a form of harassment directed at someone for attempting to assert their rights under the policy.	Not incorporated
25	Definition of Hate	I welcome the added statement about Antisemitism. However, a definition of Antisemitism is lacking in the draft document.	There is a definition of Antisemitism (as well as Islamophobia, anti-black racism, Anti-Indigenous racism, etc.) in the University's Anti-Hate/Anti-Racism Guidelines.	Not incorporated