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| To: | Board of Trustees & University Culture Committee | Date of Report: April 30, 2024 |
| From: | Provost and Vice-Principal (Academic) and Vice Principal, Culture, Equity and Inclusion | Date of SLT Approval: Sept 3, 2024 |
| Subject: | Sexual Violence Report: May 1, 2023 to April 30, 2024 | Date of Board Committee Meeting: Sept 24, 2024 |
| Responsible Portfolio: | Provost and Vice-Principal (Academic) | Date of Board Meeting: Sept 27, 2024 |

1.0 PURPOSE

For Approval For Discussion For Information

2.0 MOTION/DISCUSSION

This report is for information only.

3.0 EXECUTIVE SUMMARY

An annual Sexual Violence Report is presented to the Board of Trustees, as required, under the provincial [Ministry of Training, Colleges and Universities Act \(MTCU Act\), Section 17 \(7.1\)](#). This report includes information about services and programs related to sexual violence support and education, as well as annual statistics related to incidents of sexual violence and the effectiveness of the *Policy on Sexual Misconduct and Sexual Violence Involving Students (the "Policy")*.

This is the sixth annual report submitted to the Board of Trustees.

4.0 ALIGNMENT WITH UNIVERSITY STRATEGY

This report aligns with institutional goal 6: Organizational Culture and Living our Values. It supports the university's commitment to fostering a safe and inclusive environment.

4.1 INDIGENIZATION, EQUITY, DIVERSITY, INCLUSION, ACCESSIBILITY, AND ANTI-RACISM

Queen's comprehensive sexual violence education, prevention, and response services and resources help to foster a safe and inclusive campus community specifically addressing gender-based violence and sexualized violence impacting marginalized populations.

5.0 ENTERPRISE RISK ASSESSMENT

The Policy, Sexual Violence Prevention and Response Services (SVPRS), and the Sexual Violence Prevention and Response Task Force (SVPRTF) are mitigations identified for the Student Health, Wellness and Safety risk.

The *Ministry of Training, Colleges and Universities Act, (Section 17, ss.7)* requires each college or university to provide its Board of Governors with an annual report setting out, in respect of the preceding year, the information described in Section 17, ss. (7), paragraphs 1, 2, 3 and 4, which includes:

- The number of times supports, services, and accommodations are requested and obtained by students;
- Initiatives and programs that promote awareness of supports and services available to students;
- The number of incidents and complaints of sexual violence reported by students, and information about such complaints*;
- Implementation and effectiveness of the Policy.

*This data will be in accordance with Section 17, ss. (8) Personal Information: a college or university shall take reasonable steps to ensure that information provided pursuant to ss. (7) does not disclose personal information within the meaning of section 38 of the *Freedom of Information and Protection of Privacy Act*.

6.0 ANALYSIS

- The Policy was first approved by the Board of Trustees in December 2016, in accordance with the requirements under [MTCU, O.Reg. 131](#).
- As required, regular reviews of the Policy have been conducted, with community consultation. Proposed updates were subsequently approved by the Board of Trustees in May 2019, December 2020 and most recently in December 2023.
- During the 2023-2024 academic year, the Sexual Violence Prevention and Response Task Force met regularly. The Task Force is co-chaired by the Vice-Provost and Dean of Student Affairs (VPDSA) and the Vice Principal, Culture, Equity and Inclusion (VP CEI).

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- The Taskforce includes students, student group representatives, staff, faculty and community members.
 - In Fall 2022, the University engaged Watershed Legal Projects (formerly CCLISAR) to conduct an external review, including community consultation, of the Policy's formal procedures. The University received a final report, and recommendations in February 2023. Recommendations were reviewed and implemented to help ensure the university continues to provide the most effective and trauma-informed response to complaints, in alignment with evolving best practices for addressing sexual violence complaints within the post-secondary sector. Policy updates based on the recommendations were approved by the Board of Trustees on December 8, 2023, and implemented effective January 2, 2024.
 - A variety of educational activities and initiatives are undertaken each year by many units on campus (see Section 3.0 in attached annual report).
 - Practices related to prevention, education, and response align with best practices and are regularly reviewed among the Council of Ontario Universities' Reference Group on Sexual Violence, of which the VPDSA is a member.

7.0 FINANCIAL IMPLICATIONS

There are no financial implications.

8.0 COMMUNICATIONS STRATEGY

- This report is for information only.
- The report will be posted to the SVPRS website.
- This report will be shared with the SPVRTF.
- This report will be shared with MCU.
- University Communications will be consulted on a communications plan.

9.0 INPUT FROM OTHER SOURCES

Student Affairs
Sexual Violence Prevention and Response Coordinator
Human Resources
Faculty Relations
University Secretariat

ATTACHMENTS

1. Queen's University Annual Sexual Violence Report (May 1, 2023, to April 30, 2024).

Queen’s University Annual Sexual Violence Report

Reporting Period: May 1, 2023 to April 30, 2024

Submitted to: University Culture Committee and The Board of Trustees

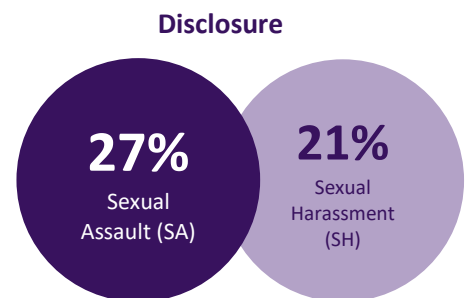
1.0 PREAMBLE

The Board of Trustees approved the revised *Sexual Misconduct and Sexual Violence Policy Involving Students* (herein after the “Policy”) on December 8, 2023. The Policy is a critical component of Queen’s overall strategy regarding sexual violence awareness, education, prevention, and response. The information contained in this report serves to inform our campus community and contributes to sector-wide collaborative efforts and learning among post-secondary institutions.

Pursuant to Ministry requirements, and *the MTCU Act (Section 17, ss.7)*, every college or university is required to provide its Board of Governors with an annual report setting out the identified statistics from the preceding year.

2.0 SUPPORTS, SERVICES, AND ACCOMMODATIONS – SVPRS

During the reporting period (May 1, 2023 to April 30, 2024), a total of 219 individuals wishing to access information, support and services contacted SVPRS and 184 of those seeking assistance were students. In the previous reporting period, the total number of individuals wishing to access information, support, and services was 337 of which 236 were students. In the current reporting period, most students who disclosed the reason they were seeking assistance indicated it was in relation to an experience of sexual assault (27%) and/or sexual harassment (21.4%). Students may have experienced multiple forms of sexual violence in a single incident. Disclosure data reflects the overlap of experiences and totals do not equal 100%.



Services provided included:

- assisting with access to academic supports (academic considerations, accommodations and support for academic petitions and appeals)
- safety planning, including for intimate partner violence (IPV)
- support with financial, food and housing insecurity needs
- referrals to and connection with on and off campus resources (including Kingston Health Science Centre, Sexual Assault Centre Kingston, Kingston Interval House)
- support for filing a complaint with police and/or through the University’s processes

Advisors provided support in a variety of ways:

- accompaniment in complaint process/interviews
- consultation inside and outside of Queen's University
- some advocacy and systems navigation guidance
- completing forms/paperwork required for referrals etc.
- writing letters of support for petitions/appeals
- communication with parents and other third parties and
- meeting with clients

As in previous years, there continued to be an increase in the complexity of the issues faced by students. These included social, emotional and academic challenges, concerns related to physical and mental health, lack of personal support networks, and involvement in the criminal legal process.

This year we saw an increase in the number of distance/online students, exchange students and students on internships requesting services. We also saw an increase in the number of students who had reported incidents to the police and were required to participate in criminal legal proceedings (multi-day trials) which caused significant interruptions to their academic progress.

Thirty-eight (38) requests for assistance to access academic considerations and twelve (12) requests for letters of support for academic petitions/appeals were processed during the reporting period. Considerations included exam deferrals, extension of coursework submission deadlines, extension of term to facilitate course completion, alternative forms of evaluation etc. Alternative class schedules and alternative housing assignments were also implemented, as appropriate.

Counsellors in Student Wellness Services, including those embedded within faculties/departments, also provided personal support for students who experienced sexual violence. While all counselling staff are trauma informed in their practice, specific expertise is available to students from a Sexual Violence Counsellor who has extensive training and experience in this area.

In addition to providing support to students, SVPRS provided information and support to family members and friends/housemates etc. of students impacted by sexual violence. Considerable time was spent explaining specific internal processes and resources available. During this reporting period, SVPRS also provided support and guidance to staff and faculty who were supporting students in their departments. Guidance was also provided regarding the appropriate use of the university's Harassment and Discrimination Policy and procedure.

Sexual violence-related student support requires a coordinated approach among multiple offices including, but not limited to Faith and Spiritual Life, Student Wellness Service, Residence Life and Services, Queen's Student Accessibility Services, Four Directions Indigenous Student Centre, and Student Conduct and Care. Support for students is offered long term, until a student graduates or decides to discontinue services. Students are regularly supported over multiple years.

Clients are current students and alumni who have experienced gender-based violence, specifically sexual violence and intimate partner violence. Students who have caused harm access support through another office on campus.

Students may seek support in response to sexual violence that happened on or off campus, and for recent or historical experiences. It is not uncommon for students to seek support, having experienced child sexual abuse, sexual violence and intimate partner violence prior to their arrival in Kingston.

In response to student needs and feedback received during the 2023 policy review, the policy glossary of terms was updated to include IPV. Also included is a statement that students experiencing IPV may seek support from SVPRS. While this has been the practice for some time, this is the first time that IPV has been articulated in policy. Messaging on campus has been updated to encourage referrals to SVPRS in response to IPV disclosures from students.

3.0 INITIATIVES AND PROGRAMS

Queen's is committed to sexual violence prevention, awareness, education and training. Much of this work is guided by the [Sexual Violence Prevention and Response Framework](#). SVPRS and Student Affairs work to support a multi-pronged approach with campus partners, including student groups, to develop and implement an annual education strategy that is designed to:



Programming on sexual violence prevention and awareness continued to be offered this past year through coordinated and collaborative efforts across campus. This work was facilitated through the Sexual Violence Prevention and Response Task Force (SVPRTF) and through another working group, #consent@queens. The Task Force comprises a diverse group of students, staff and faculty representatives from across the University, and includes a representative from the Kingston Sexual Assault Centre. SVPRS convened #consent@queens, comprising front-line staff and student leaders from across campus with the goal to foster collaboration and to focus prevention and education efforts. Both groups meet regularly.

Sexual violence prevention and support messages were included in social media campaigns, through paid advertising in the Queen's Journal and through a variety of other methods (posters, table talkers, boothing).

SVPRS, as part of the Human Rights and Equity Office (HREO), continued to offer training and information sessions for students, student groups, faculty and staff on various topics. In partnership, SVPRS and the Student Experience Office in Student Affairs, have expanded workshop offerings for all students. Workshops on Building Consent Culture, Healthy Relationships, Responding to Disclosures and Bystander Intervention are facilitated by a skilled group of students in paid roles. A new online learning program with a focus on bystander intervention for graduate students was launched by SVPRS this past year. SVPRS plays a significant role in providing job-related training for student-staff (Dons) in Residence and delivering training for various student organizations on campus.

In partnership with Human Resources, the SVPR Coordinator provides information about the policy and employee responsibilities when responding to disclosures at the weekly new employee onboarding sessions.

Completion of the online learning program, *It Takes All of Us*, is mandatory for all incoming first year students and for employees. Residence Life staff, in partnership with the Student Conduct Office support incoming students to complete the program. Compliance reporting is done quarterly for employee groups and managers are responsible for ensuring completion.

4.0 ANNUAL STATISTICS

The reporting metrics below were established by the Ministry of Training, Colleges & Universities and outlined in the **Common Institutional Metrics Reporting Guidelines**. The University is required to report this information to the Ministry.

The numbers below reflect the occurrence of each metric. Two metrics may be reflected in one Complaint (e.g. one Complaint could involve both *Stalking* and *Sexual Assault*) or one Complaint may involve multiple incidents of the same metric.¹

During the reporting period, there was a total of 13 complaints of sexual violence, involving a total of 16 violations categorized under the Policy, and reported through the student non-academic misconduct system, Human Resources, and Faculty Relations processes where the complainant was a Queen's student.

¹ Metrics (a) to (f) total more than overall metric of total cases, as each case may involve more than one sub metric

Table 4.1 – Sexual Violence Statistics^{2 3}

| Metric | Description | 2023 – 2024 | 2022 – 2023 | 2021 – 2022 | 2020 – 2021 | 2019 – 2020 |
|--|---|-------------|-------------|-------------|-------------|-------------|
| 1 (a) | Number of Complaints involving Sexual Assault | 6 | 9 | 14 | 5 | 8 |
| 1 (b) | Number of complaints involving Sexual Harassment | 10 | 22 | 28 | 8 | 3 |
| 1 (c) | Number of complaints involving Stalking | 0 | 2 | 1 | 1 | 0 |
| 1 (d) | Number of complaints involving Indecent Exposure | 0 | 0 | 0 | 0 | 1 |
| 1 (e) | Number of Complaints involving Voyeurism | 0 | 2 | 1 | 1 | 0 |
| 1 (f) | Number of complaints involving Sexual Exploitation | 0 | 6 | 0 | 0 | 0 |
| Total Number of Complaints of Sexual Violence (Cases) | | 12 | 26 | 28 | 10 | 7 |

Disciplinary outcomes in cases involving faculty or staff respondents range from formal reprimand to termination.

Student respondents found responsible for sexual violence under the Policy are typically required to complete a range of sanctions that generally include educational sanctions combined with sanctions focused on restoration and, where warranted, disciplinary sanctions such as the requirement to withdraw. Multiple sanctions may be imposed on a student respondent.

The Student Conduct Office oversees the completion of required sanctions for student-respondents only. Over the past three years, the following sanctions have been imposed:

Table 4.2 – Sexual Violence Outcomes, Student Respondents

| Sanction | 2021-2024 |
|-------------------------------------|-----------|
| Written Warning or Reprimand | 27 |
| Letter of Behavioural Expectation | 6 |
| Educational Assignments | 50 |
| Apology | 3 |
| Community Service | 11 |
| Loss of Privileges | 6 |
| Non-Academic Probation | 5 |
| No Contact Directive | 20 |
| Notice of Prohibition | 6 |
| Requirement to Withdraw (1-3 years) | 3 |

² Three additional Student Code of Conduct offences were also included in cases handled under the Policy. SVPRS also provided some support for students and student staff whose complaints proceeded under the Harassment and Discrimination Policy or another related policy. Complaints processed outside of the SV process will be reported separately

³ There were not any complaints of Sexual Misconduct during the reporting period.

5.0 POLICY IMPLEMENTATION AND EFFECTIVENESS

Policy effectiveness is inherently difficult to measure, however, the Sexual Violence Prevention and Response Task Force is committed to ongoing review of the Policy, determining the effectiveness of current programs and services, and providing recommendations to the university on ways to support a safe environment for all students.

As part of the ongoing evaluation of the implementation and effectiveness of the Policy and programming, various indicators are considered. These include:

- the number of students accessing supports and services;
- the referral paths that students have identified which are evidence of the collaborative partnerships between campus units and community agencies specifically, Student Wellness Services, the Sexual Assault Centre Kingston, Kingston Police Service, Victim Services, Kingston Interval House, Kingston General Hospital SA/DV Program;
- faculty/staff engagement evidenced by a continually increasing number of requests for information and access to training/education as well as faculty interest in embedding SVPR information in course curriculum and in new employee orientation and onboarding
- employee compliance with the mandatory notification process (Section 8 of the policy) which requires notification of the SVPRC when a student discloses an experience of sexual violence. In the reporting period there were seventy-seven (77) notifications submitted by employees. Forty (40) students consented to a direct referral to SVPRS as part of that process.
- student attendance/interest in new workshops and in the newly created Gender Based Violence Awareness and Bystander Intervention Certificate program

As part of the University's regular and ongoing efforts to address sexualized violence, Queen's engaged Watershed Legal Projects (formerly [CCLISAR](#)) in the Fall of 2022 to conduct an external review of the formal procedures outlined in the Policy. Watershed Legal Projects is a charitable, non-partisan group with academic and professional expertise in legal responses to sexualized violence. The University received a [final report](#), and recommendations, in February 2023. Recommendations from the report were reviewed for implementation with a view to ensuring the university continues to provide the most effective and trauma-informed response to complaints, in alignment with evolving best practices for addressing sexual violence complaints within the post-secondary sector.

A small working group was formed to update the policy, in consultation with the SVPRTF. That group continues to meet to discuss and monitor the implementation of the recommendations.