EXECUTIVE SUMMARY

UBC has a responsibility to maintain a respectful environment where its members can study, work, and live free from sexual misconduct. Policy 131 articulates UBC’s duty and commitment to support members of the UBC community who are impacted by sexual misconduct, to provide a central site for information regarding the resources and options available to those affected by sexual misconduct; to create and make available programs and resources to educate its community on the prevention of sexual misconduct; and to provide a process to respond to and to investigate allegations of sexual misconduct. Policy 131:

- sets out the principles the University will adhere to with regard to sexual misconduct,
- articulates conduct expectations for all members of the UBC community, and
- outlines the processes and procedures the University will follow when responding to and investigating allegations of sexual misconduct.

Implementation of Policy 131 began in late May 2017. The Policy states UBC’s commitment to reviewing this Policy at least once every three years, in consultation with students and other members of the UBC Community. The formal three-year review will begin in time to have it completed by May 2020.

In April of 2018, the Vice-President Human Resources and then Vice-President Students agreed to undertake a retrospective assessment of the first year’s implementation to identify issues or gaps that require mitigation as well as to capture successes and learnings in order to guide the ongoing implementation. A formal implementation framework and several action plans have been created to guide the ongoing implementation of Policy 131 and these were presented to the People, Community & International Committee in June of 2018. Several documents, including an overarching framework to guide the continued implementation of Policy 131 across all UBC (Vancouver and Okanagan campuses) were developed, reviewed with the Board and are actively being implemented.
These include:
- Resourcing & Recruitment Plan
- One Year Retrospective Assessment of Policy & Procedures Plan
- Awareness & Communications Plan
- Education Plan
- Operating Model Plan

The Directors of the Sexual Violence Prevention Offices (SVPRO) and the Director of Investigations (DOI) are the key leaders on all aspects of the implementation program and are accountable and empowered to lead the implementation of the outcomes of the work to be done in each component plan noted above. The Vice-President, Human Resources and the Acting Vice-President, Students have been actively overseeing the work being done in these implementation plans.

A high level overview of the progress on the implementation plan can be found in the GANTT chart at Appendix 6 which reflects activities completed to August 21, 2018. Below, please find an update on the individual implementation plans for work completed to August 21, 2018. Several appendices are included to provide the Committee with examples of the work being accomplished.

**UPDATES ON IMPLEMENTATION PLANS**

**1.0 RESOURCING & RECRUITMENT PLAN – KEY ACTIVITIES UPDATE**

The Directors of SVPRO are building professional employee teams. Along with building an internal professional team, the Director of Independent Investigations works with a team of external investigators on both Policy 131 and Policy 3 investigations.

**1.1 Update on Recruitment:**

- 8 of 10 positions in the SVPRO office on the Vancouver campus have now been filled with experts in the field of sexual violence. A review of the Aboriginal Specialist job description is underway and the hiring process will start in early September.

- 2 of the 5 positions in the UBC-O SVPRO office are filled and 3 positions are pending budget approval for 2019/20.

- 3 of the 8 positions recently approved in the Investigations Office are filled. Three shortlisted candidates have been interviewed for the 2 investigator positions and the Case Manager. The goal is to make offers to these shortlisted candidates in the second week in September and secure tentative start dates in mid-October.

- One of the key priorities going forward is to realign or recruit dedicated resources for support to respondents. Currently we are utilizing the services of the various university offices and supports, as well as those available to students through the student unions, and community.

Updated organization charts for each office can be found at Appendix 1. Throughout continued implementation, and as an outcome of the Operating Model Plan, the Directors will continually assess their resourcing needs based on caseloads, collaboration with other units, and availability of external community resources and contractors for specific pieces of work.
1.2 Update on Advisory Councils

Each Director is establishing an Advisory Council to seek expertise, advice, and professional support as needed. The Director of Investigations’ Advisory Council includes representation from the Indigenous Community; Academic Leadership; Academic Policy; Ombudspersons; Student Leadership Advocacy; external Legal Community; Students; Faculty; University Counsel; Human Resources; Student Development & Services; and the Equity Diversity and Inclusion office.

For SVPROs, the councils include representation from the Sexual Assault Services Community; Student Leadership; Equity Diversity & Inclusion; Indigenous Community, Centre for Accessibility; Student Development & Services, Faculty, Academic Policy, Academic Leadership; Registrar, and Human Resources.

Update:
- The DOI’s Advisory Council has been established and the initial meeting will be September 7, 2018 and then quarterly.
- Advisory Council members for the SVPRO-V has now been confirmed and the initial meeting will be held in October 2018.
- The SVPRO-O Advisory Council has been established and the initial meeting will be September 11, 2018 and then quarterly. An Education Advisory Board has also been established and meets monthly.

1.3 Update on Facilities

- Leased space (2,492 square feet) has been negotiated in Wesbrook Village for the DOI and Investigation team which will include offices, kitchenette, waiting area and meeting room. Temporary swing space has been secured in the Ponderosa complex until January 2019.
- New facility space has been established for the Vancouver SVPRO team in Vantage College which includes offices, interview rooms, kitchenette and educational space. This is private space (i.e. not shared with other units); and signage will be visible yet discreet. Longer-term space will be designed as part of the Brock Commons project.
- The Okanagan SVPRO team moved into new space at Nicola Townhome 120, 1290 International Mews earlier this spring.

2.0 ONE YEAR RETROSPECTIVE ASSESSMENT

The purpose of the One-Year Retrospective Assessment of Policy and Procedures Plan is to capture issues raised over the last year regarding the language and content of Policy 131 procedures; and the application of Policy 131 in regards to reporting and investigative processes and procedures; and consistency and clarity of definitions, authorities and approvals.

2.1 Update on Assessment of Policy and Procedures Language

UBC engaged two summer law students from Roper Greyell to conduct an analysis of the various policies which intersect with Policy 131 in order to identify overlaps and areas of potential conflict. The students interviewed many internal key stakeholders who were, and or who are, instrumental in the implementation of Policy 131. The interviewees provided feedback on the implementation of the policy and procedures one year in with a focus on the practical issues of the procedures; and identified areas where the procedures and language could be improved.
Consultation with internal stakeholders was reflective of Survivor Support; Student Services; Academic Leadership; Academic Policy; Ombudspersons; Student Leadership and Advocacy; Human Resources, DOI, various policy subject matter experts; Equity Diversity and Inclusion; and central support service units such as Human Resources, and Faculty Relations.

From this Retrospective Assessment, the following focus areas have been identified for continued consultation and further review in the immediate term with an understanding that a full policy review will be done in May 2020. All of these issues also came in the Operating Model Review workshops (see section 5.0).

1. Additional Support for Respondents to understand their rights & ensure procedural fairness
2. Prioritizing a review of Policy 14 (Interim Measures) to ensure integration with Policy 131
3. Further clarification on units and roles involved with Policy 131 and increasing overall visibility
4. Review of Section 5 (Anonymous & Third Party complaints) to clarify process integration
5. Discussion with Senate representatives on practices regarding concessions & accommodations
6. Further clarification and communications on definition and application of jurisdiction
7. Further work on ensuring timelines are met and clarifying process around disciplinary measures
8. Further work on integration on alignment of related and intersecting policies

The findings from this One-Year Retrospective Assessment were integrated into the work done in the workshops completed under the 5.0 Operating Model plan and a summary can be found at Appendix 2.

2.2. Update on Benchmarking with other Universities

Benchmarking interviews are being held with universities across Canada on their organizational models for sexual violence prevention and response support services and investigations offices, as well as inquiries on the development and evolution of their policies. Five benchmarking interviews will be completed by the end of August. Interviewees include University of Toronto, SFU, University of Alberta, University of Waterloo and McGill.

3.0 AWARENESS AND COMMUNICATIONS PLAN

The purpose of the Awareness and Communications Plan is to ensure completion of the following objectives:

- Increase awareness of Sexual Violence Prevention and Response Offices (SVPRO)
- Increase awareness of the Independent Investigations Unit (IIO)
- Renew trust and confidence in the institution’s response to sexual violence
- Create a plan to communicate annual statistics that are regularly tracked and reported in regards to in Policy #131 and Policy #3

The Awareness and Communications Plan operates in conjunction with the Education Plan (see section 4.0) to accomplish these objectives.
The “We Believe You” campaign is focused on survivors and the UBC community, in order to develop a culture of care and support for survivors and to increase visibility of support services. The Director of Investigations will offer a separate and distinct set of targeted communications focusing on the impartial and independent nature of the Investigations Office and the impartial processes that must meet the test of procedural fairness. It is important for all key stakeholders, including the Committee, to emphasize this distinction in discussing these communications and awareness campaigns.

A significant amount of time and resources have been dedicated to this Awareness and Communications plan in preparation for the new academic year. Activities will be continuing beyond the date of this report and a verbal update will be provided at the September 13th meeting.

3.1 Update on Communications Plan

SVPRO-V&O

- The Student portion of the communications plan has been drafted and is being reviewed by internal stakeholders including the Government relations team for input and information.
- The Resource Guide for staff and faculty is completed and has been sent for printing. Refer to Appendix 3A and 3B for a copy of the material.
- Information to students in residence, and their parents, was included in both the Connections magazine, and Parent Guide.
- Campus wide materials, including posters and key tags and boothing materials, have been printed and will be distributed for orientation sessions at the beginning of the academic year.
- The soft launch of the Resource Guide is scheduled for September 30, 2018. The materials will be continuously updated throughout the fall.

IIIO

- A draft communication plan is currently in review to test external readability and will be completed by September 22nd for internal stakeholders’ review and implementation.
- There has been ongoing consultation with Student Services, HR, and Communications teams to identify any language issues, identifying potential misconceptions in the UBC community, and gearing content to address identified areas of focus.
- The insert for information on reporting and investigation process for the Resource Guide will be reviewed and completed by August 30th.

3.2 Update on Awareness Building & Engagement

SVPRO-V

- SVPRO-V partnering with UBC’s Jump Start program and Residence Life to roll out a large scale awareness & engagement campaign, primarily targeted at first year students, including digital, print, material and face-to-face communication to:
  - 3400 first year students enrolled in Jump Start or 50% of the incoming class; (80% living in residence, 20% commuter students)
  - 260 Jump Start and Collegia Student Leaders
  - 250 Residence Life Student Leaders
- 11,800 students living in residence
- 4,500 parents of students living in residence

- “We Believe You” messaging used across all communication materials – digital signage, website, swag materials, face-to-face sessions etc.

- Awareness and engagement initiatives include:
  - SVPRO Website redesigned and launched
  - Digital signage at various locations across campus
  - Articles on sexual violence prevention and consent + SVPRO information featured in Student Housing publications for all student residents (Connect – pages 26 & 27) and their parents (Parent Guide – pages 28 & 29)
  - Residence Advisors prepped to provide overview of SVPRO and sexual assault disclosures at initial residence floor meetings with students
  - Partnership with UBC Bookstore with presence inside and outside from Sep 4-7
  - Partnership with UBC Commerce Students for Booth at SPARC
  - Partnership with Varsity Athletics’ Women’s Hockey Team to dedicate their January 04, 2019 game to kick off Sexual Assault for Sexual Assault Awareness Month.
  - Presence at Graduate Student Society (GSS) Resource Fair, Imagine Day

SVPRO-O:
- Campaign planning is ongoing for September, October and November.
- Key highlights for September “We Believe You” Campaign:
  - Tabling and presence at the following events: New Grads Student Trade Show, showcase at Create, Jumpstart Welcome Week, Expo Day, Welcome Back BBQ for Staff and Faculty
  - Collateral giveaways and passive campaigning such as: Instagram Prop for Tabling; Tent and Banner for the above noted events; Stickers and Buttons throughout residence and booting; Chocolate with campaign message given away at residence and Academy Hill; T-shirts and lanyard as prizes at various events; booklets and tags at Residence and Academy Hill.
  - Website updated and launched. Two additional pages are in development to highlight resources and workshops and finalized versions to be complete by first week September.

IIO:
- Mock-up of campaign posters completed and sent to printers for orientation launch.
- ‘How to Apply Due Process When Reporting and Investigating’ Guide for staff and faculty in development and will be distributed by end of September.
- FAQ in development and will be ready in September (Appendix 3C)
- Website has been updated with new content (e.g. updated information on due process, investigation, information about IIO office, etc.). A visual redesign of the IIO website in occur over the next few months.
4.0 EDUCATION PLAN

The overarching goal of this Education Plan is to build the capacity of the UBC community to respond and prevent sexual violence using a trauma-informed approach. The objectives of the Education Plan support the effective implementation of Policy 131 and is specifically intended to educate key faculty, staff and student leaders on:

- Policy 131 commitments and procedures and on prevention of sexual assault, misconduct and harassment;
- the role of the Sexual Violence, Prevention and Response Offices (“SVPRO”) and the Independent Investigations Office (“IIO”); and
- on how to recognize and respond to sexual violence; and how to refer upon receiving a disclosure of sexual violence.

Educational Workshops, Presentations, and other engagement events are either developed or are in progress of development and being offered. Please refer to Appendix 4A (SVPRO-V Curriculum Overview); Appendix 4B (SVPRO-O Events & Workshop); and Appendix 4C (IIO Events and Workshop overviews)

4.1 Update on Staff & Faculty Education

Staff/Faculty Curriculum Developed:
- Responding to Disclosure Training (2.5 – 3 hrs)
- Overview of SVPRO and Policy 131 (30 mins)
- Trauma-Informed Practice for Staff and Faculty (2-2.5 Hrs.)
- Responding to Disclosures of Sexual Assault (2.5-3 Hrs.)

Students Curriculum Developed:
- Overview of SVPRO and Policy 131 (30 min.)
- Navigating Healthy and Consensual Relationships (1-2 Hrs.)
- Responding to Disclosures of Sexual Assault (2.5-3 Hrs.)
- It Begins with U: Upstander Intervention (2.5 Hrs.)

IIO Curriculum Developed:
- Consultation with Stakeholders such as Aboriginal Programs, Deans Committee, Provost & Vice-Principal Academic, SASC to identify gaps and share expertise currently in progress.
- Consultation in progress with Faculty Relations & Employee Relations for Alternative Dispute Resolution (ADR) training tentatively scheduled for fall 2018.
4.2 Update on Training for Student Leaders

**SVPRO-V:**

- Through partnerships with Jump Start, Residence Life, Athletics and Recreation, and the Graduate Student Society, SVPRO-V will deliver training sessions by the end of September 2018 to approximately 1,140 student leaders who are supporting and guiding students within their respective programs.

**Jump Start**

- Jumpstart Orientation Leaders; 260 participants; Aug. 23 – 2 hour training: Intro to SVPRO, Policy 131; What is Sexual Violence? and Supporting Survivors Levels 1 and 2
- Jumpstart Wellness Presentation; 3400 Jump Start participants, Aug 28; Intro to SVPRO and Policy 131

**Residence Life**

- Residence Life Managers; Aug. 7 – Intro to SVPRO, Policy 131, What is Sexual Violence? and Supporting Survivors Levels 1 and 2
- Residence Advisors; 250 participants; Aug. 23 – 3 hour training; Intro to SVPRO, Policy 131, What is Sexual Violence? and Supporting Survivors Levels 1 and 2
- Residence Hall Representatives training; 65 participants; Aug. 30 - 2 hour training; Intro to SVPRO, Policy 131, What is Sexual Violence? and Supporting Survivors Levels 1 and 2

**Varsity Athletics**

- Fall & Winter Athlete Orientation; 600 Varsity Athletes; Aug. 27 & Sep 11 – Intro to SVPRO and Policy 131
- Fall Athlete Community Building workshop; Aug. 27 – Supporting Survivors Level 1

**Graduate Student Society (GSS)**

- GSS Staff and Student Training; Aug. 28; 17 staff and students; Intro to SVPRO, Policy 131, What is Sexual Violence? and Supporting Survivors Levels 1 and 2
- Graduate Student Orientation; 700 students Aug. 30 – Intro to SVPRO and Policy 131

**SVPRO-O:**

- Workshops currently scheduled:
  - JumpStart – Responding to Disclosures: August 23, 2018
  - Resident Advisors (RA): Responding to Disclosures: August 27, 2018
  - RA Training – Behind Closed Doors – August 31, 2018
  - Create Volunteers: History of Orientation, Changing the Script – September 3, 2018
  - Collegia and Peer Mentors: Responding to Disclosures – September 8, 2018
  - Opportunity to connect with all elected student leaders, and organizations on campus through the fall to increase awareness, and train student leaders.
IIO
- Introductory workshop to be launched across 12 events during Orientation week on both campuses including:
  - September 3 – Create Leaders training (in collaboration with SVPRO-O)
  - September 8 – Student Leaders and Club Execs (in collaboration with SVPRO-O)

4.3 Update on Training for Academic leaders

SVPRO-V:
- Official launch of Resource Guide set for September/October 2018. Presentations will be available throughout the year by request. Goal is to connect with each academic department over the course of the fall.
- Student Senators training scheduled tentatively for fall 2018

SVPRO-O
- 30 min info session plus 15 min Q&A for all Faculty Councils (5/7 complete, 2 planned for Fall 2018)
- 3 hour workshop for TAs planned for September – October
- 3 hour workshop for Creative and Critical Studies Faculty on Disclosure - September
- 3 hour workshop on Responding to Disclosures for staff and faculty – January 2018 - complete
- 2.5 hour workshop on Trauma-Informed Practice for AVP Staff – May 2018 - complete

IIO
- Second presentation scheduled for Deans’ Meeting on October 3rd
- Presentation for Academic Heads & Directors of Academic Units scheduled.
- Engagement with other units currently in progress to schedule presentations.
- Trauma-informed investigations training tentatively scheduled for Fall 2018 (Tbd)

4.4 Update on Training for Senior Administration Staff

SVPRO-V:
- Official launch of the Resource Guide is set for September/October 2018. Presentations will be available throughout the year by request.
- 1st internal draft of core curriculum drafted framework outlining learning outcomes, theoretical approach and rubrics are currently in internal review.

SVPRO-O:
- 3 hour training completed for HR
- 30 min info session+15 min Q&A – Academic Success Committee and Okanagan Leadership Team (planned Sept 2018)
IIO
- Engagement with other units currently in progress to organize IIO presentations in already scheduled meeting agendas.

A considerable amount of time and resources has gone into progressing the Education Plan and it has been inclusive of students, faculty, and staff units in regards to contributions, consultation, reviews, support and scheduling. Delivering on the Education Plan is a key priority for September to end of December.

5.0 OPERATING MODEL

An integral aspect of the one-year retroactive assessment of implementation is engaging with key internal stakeholders to capture the gaps, successes, met and unmet expectations, ongoing needs for role and process clarity, as well as required integrated workflows. All of the learnings and insights from the work done in the component plans will be captured and leveraged in the discussions and planning for the go-forward Operating Model Plan.

The workshops and the follow up action item plans (Appendix 5) will help to bring clarity to how the University resources and responds to all situations involving sexual harassments, misconduct and assault to achieve clarity in role accountabilities, application of policy and procedures, procedural intersections with other policies; and ensure clarity and workflow/process clarification.

5.1 Stakeholder Workshops

Four workshops were held with key internal stakeholders during the week of June 25, 2018 to consult and dialogue on the implementation experiences over the last 12 months in regards to how the institution has been responding to situations related to sexual misconduct, sexual harassment and sexual assault including disclosure, reporting, and response procedures under Policy 131 and/or intersecting policies such as Policy 3 (Discrimination and Harassment); Policy 14 (Response to At-Risk Behaviours); Policy 95 (Investigations and Guidelines for Investigations); Policy 7 (University Safety); Respectful Workplace Statement; and Non-Academic Student Misconduct Process.

These workshops also examined the intersection with Employment Law, Employment Standards, WorkSafe BC regulations; and Collective Agreement terms and conditions. A list of participants for the 4 workshops can be found at Appendix 5.

Workshop Objectives
- Identification of ways to strengthen the implementation of Policy 131.
- Provide information/recommendations required for UBC to develop appropriate implementation plan
- Recommendations to be presented to People, Community & International Committee, Chair of Board of Governors in September 2018

NB: Policy changes are out-of-scope; however, any suggestions for future policy considerations will be captured.
Workshop Overviews

- Workflows were examined in each workshop as follows:
  - Students (Workshop 1): Disclosure, response, support
  - Students (Workshop 2): Reporting, information gathering, investigations, resolution
  - Faculty & Staff (Workshop 3): Disclosure, response, support
  - Faculty & Staff (Workshop 4): Reporting, information gathering, investigations, resolution
  - Working through a series of scenarios, the participants:
    - Examined current and desired future processes, roles;
    - Identified issues/areas for improvement;
    - Proposed mitigations/improvements; and
    - Provided go-forward changes and recommendations.

A follow-up workshop occurred on August 8th, 2018, to review the summary of findings from the June 25, 26, 28 and 29 workshops and the action steps required to mitigate identified gaps. A workshop will be held in September at the UBC-O campus to ensure the unique environments are considered in next steps.

Please refer to Appendix 2 for the high-level report on the findings of the work done under 2.0 and 5.0 implementation sub plans.

6.0 PROJECT MANAGEMENT

There are several key milestones that are driving priorities of the implementation timelines which include, first and foremost providing response and support to survivors; ensuring thorough investigations are undertaken; educating and communicating Policy 131 processes and procedures with those receiving disclosures; and beginning to build communication, training, education and awareness mechanisms for the new academic year.

A Project Coordinator (Wendy Luong) has been assigned to work in partnership with the Directors of SVPRO and the Director of Investigations to ensure that deliverables of the five implementation plans are being progressed. Ms. Luong meets weekly with the Directors and their teams to monitor progress, escalate issues or risks to the Vice-President, Human Resources and the Acting Vice-President, Students; obtain resources required to meet timeframes; and to document progress. A written bi-weekly status report is produced and shared with the Directors, VPs, and Chair of the People, Community and International Committee along with other key contributors.

A high level GANTT chart is included at Appendix 6 which shows the progress to date on the key deliverables of the implementation plan.

As the implementation of Policy 131 and the establishment of the SVPRO and IIO teams continue over the next 12-24 months (Year 2 and Year 3 of implementation); the Vice-President Students and Vice-President Human Resources will continue to monitor progress and report to the President, the People, Community & International Committee of the Board, and the Board of Governors.

The Vice-President Students and Vice-President Human Resources will continue to update the Committee and the Board of Governors on a regular basis of the progress of the implementation of Policy 131.
Attachments
1. Policy 131 Updated Org Chart
2. a. Workshop 5 Summary
   b. Policy 131 Workshop 5 | Participants
3. a. Supporting Survivors of Sexual Violence: A Guide for Faculty and Staff (Vancouver)
   b. Supporting Survivors of Sexual Violence: A Guide for Faculty and Staff (Okanagan)
   c. Communications on the Independent Investigations Office at UBC
4. a. 2018-2019 Prevention Plan Overview
   b. Okanagan Campus Education Workshops and Presentation
   c. IIO Office Events and Curriculum Overview
5. Policy 131 Workshops 1-4 | Participants
6. Policy 131 Implementation Plan – Phase 2 & 3 Schedule

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<td>The Vice-President Human Resources and the Acting Vice-President Students to return to the People, Community &amp; International Committee in September with updates on progress of the detailed implementation plans for the implementation of Policy 131.</td>
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<td>The Vice-President Human Resources and the Vice-President Students to return to the People, Community and International Committee with detailed implementation plans for the implementation of Policy 131.</td>
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OVERVIEW:

1. Activities under Implementation Plan - 5.0 Operating Model Plan

A series of workshops were held with key internal stakeholders during the week of June 25, 2018 to consult and dialogue on experiences over the last 12 months in regards to how UBC has been responding to situations related to sexual misconduct, sexual harassment and sexual assault including disclosure, reporting, and response procedures under Policy 131 and/or intersecting policies such as Policy 3 (Discrimination and Harassment); Policy 14 (Response to At Risk Behaviours); Policy 95 (Investigations and Guidelines for Investigations); Policy 7 (University Safety); Respectful Workplace Statement; and Non-Academic Student Misconduct Process.

The workshops were facilitated by Western Management Consultants. A list of participants for the 4 workshops can be found in the main Committee update Memo Appendix 5

Workshop Objectives

- Identification of ways to strengthen the implementation of Policy 131
- Provide information/recommendations required for UBC to develop appropriate implementation plan
- NB: Policy changes are out-of-scope; as the full review will be done in May 2020.

Workshop Overviews

Four workshops were held to examine workflows for:
- Students (Workshop 1): Disclosure, response, support
- Students (Workshop 2): Reporting, information gathering, investigations, resolution
- Faculty & Staff (Workshop 3): Disclosure, response, support
- Faculty & Staff (Workshop 4): Reporting, information gathering, investigations, resolution

Working through a series of scenarios, participants:
- Examined current and desired future processes, roles;
- Identified issues/areas for improvement;
- Proposed mitigations/improvements; and
- Provided go-forward recommendations.

2. Activities under Implementation Plan 2.0 - One-Year Retrospective Assessment of Policy 131

A separate work stream to the 4 workshop, analysis was undertaken by two summer articling students from Roper Greyell of various policies that intersect with Policy 131 in order to identify overlaps and areas of potential conflict in procedures; and to gather feedback from interviewees on expectations for clarification of policy definitions and procedures language in Policy 131. These 2 students interviewed many internal key stakeholders who were and or continue to be instrumental in the implementation of Policy 131. The interviewees provided their feedback on the implementation of the policy and procedures one year in, with a focus on the practical issues of the procedures.

3. Consolidation of Work Done to Date under 5.0 and 2.0

A follow-up workshop (Workshop 5) occurred on August 8th (Appendix 2A) to review the summary of findings from the June 25th, 26th, 28th and 29th workshops, review the preliminary summary of findings from Plan 2.0 activities; and to identify the potential action steps to address the areas of continued focus from all of this work. A workshop will be held in September at the UBC-O campus to ensure the unique environments are considered in next steps.
The information that follows provides a high level summary of the areas of continued focus along with potential individuals to lead the next steps to address the areas of continued focus, suggestions for those to consult/invoke, a priority ranking (reached by consensus at Workshop 5), and proposed timelines to complete the work. The Vice-President, Human Resources and the Acting Vice-President, Students will review the required next steps and formalize action plans in the month of September. Work will continue on all other Policy 131 implementation plans throughout the next several months in addition to the work listed below.

4. Areas of Focus

Area of Continued Focus #3: Enhance organizational support for Respondents

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<tr>
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<th>Existing Working Committee</th>
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<tbody>
<tr>
<td>C. Hyson, Director, Student Conduct &amp; Safety</td>
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<td>M. McCallum, Director of Investigations</td>
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<td>S. Nakata, Ombudsperson for Students</td>
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<td>I. Cull, Associate VP Students, UBCO</td>
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<td>S.J. Finlay, AVP Equity, Diversity &amp; Inclusion</td>
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<td>S. Boyce, Director, SVPRO-V</td>
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<td>S. St. Cyr, Director, SVPRO – O</td>
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<tr>
<td>Representative - AMS Advocacy Coordinator</td>
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<td>T. Campbell, Associate Director, Campus Security - O</td>
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<td>Representative, UBC Counselling – TBD</td>
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<td>B. Meens Thistle, Vice-President, Human Resources</td>
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<td>J. Teasdale, Acting Vice-President, Students</td>
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<td>C. Eaton, Director, Senate &amp; Curriculum (if required)</td>
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<td>University Counsel (if required)</td>
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<td>2.2 = Options by end of October, Implement year end</td>
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Area of Continued Focus #2: Clarify and communication definitions and application of jurisdiction

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<tr>
<td>M. McCallum, Director of Investigations</td>
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<tr>
<td>J. Teasdale, Acting Vice-President, Students</td>
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<tr>
<td>B. Meens Thistle, Vice-President, Human Resources</td>
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<tr>
<td>I. Cull, AVP Students – UBCO</td>
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<tr>
<td>C. Eaton, Assoc. Registrar Academic Governance &amp;</td>
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<tr>
<td>Director Senate &amp; Curriculum</td>
</tr>
<tr>
<td>S. Nakata, Ombudsperson for Students</td>
</tr>
<tr>
<td>S. Boyce and S. St. Cyr, Directors, SVPRO</td>
</tr>
<tr>
<td>Representative Student Leaders – TBD</td>
</tr>
<tr>
<td>Representatives of Student Unions (AMS, GSS, PostDoc) –TBD</td>
</tr>
<tr>
<td>Representative UBC Communications – TBD</td>
</tr>
<tr>
<td>Representatives Faculty Leaders</td>
</tr>
<tr>
<td>Human Resources – ER/LR &amp; FR representatives –TBD</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Priority and Timing:</th>
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<tbody>
<tr>
<td>High</td>
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<tr>
<td>By end of November 2018</td>
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</table>
Area of Focus #3: Determine required enhancements to confidential systems to track and report information.

<table>
<thead>
<tr>
<th>Proposed Lead(s):</th>
<th>Proposed individuals to be Consulted and Involved:</th>
</tr>
</thead>
<tbody>
<tr>
<td>M. McCallum – Director, Investigations</td>
<td>B. Meens Thistle, Vice-President, Human Resources</td>
</tr>
<tr>
<td>S. Boyce, Director, SVPRO-V</td>
<td>J. Teasdale, Acting Vice-President, Students</td>
</tr>
<tr>
<td>S. St. Cyr, Director, SVPRO-O</td>
<td>H. Lai, University Counsel</td>
</tr>
</tbody>
</table>

Proposed individuals to be Consulted and Involved:
- IT (Business Analyst)
- Campus Security
- SASC
- HR
- Labour Relations
- Faculty Relations

Priority and Timing:
- High Priority
- User Requirements confirmed by Dec 31 2018
- Enhancements implemented by March 31 2019

Area of Continued Focus #4: Clarify processes for accommodation concessions and accommodations.

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<tr>
<th>Proposed Lead(s):</th>
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<tbody>
<tr>
<td>S. Boyce &amp; S. St. Cyr - SVPRO Directors</td>
<td>P. Harrison – Senate Committee on Academic Policy</td>
</tr>
<tr>
<td>C. Eaton, Assoc. Registrar Academic Governance &amp; Director Senate &amp; Curriculum</td>
<td></td>
</tr>
</tbody>
</table>

Proposed individuals to be Consulted and Involved:
- M. McCallum, Director of Investigations
- S. Nakata, Student Ombudsperson
- S.J. Finlay, AVP Equity & Inclusion
- P. Hancock, Office of University Counsel
- Representative Student Leaders - TBD
- Representatives of Student Unions (AMS, GSS, PostDoc – TBD
- J. Teasdale, Acting Vice-President, Students
- I. Cull, AVP Students – UBCO

Priority and Timing:
- Medium
- Reach out to Senate Committee – September 2018
- Information gathering – by end of Nov 2018
- Completion – by April/May 2019

Area of Continued Focus #5: Continue to work on address concerns related to retaliation

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<tr>
<th>Proposed Lead(s):</th>
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<tr>
<td>S. Nakata, Ombudsperson for Students</td>
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<tr>
<td>S.J. Finlay, AVP Equity &amp; Inclusion</td>
<td></td>
</tr>
</tbody>
</table>

Proposed individuals to be Consulted and Involved:
- M. McCallum, Director of Investigations
- S. Boyce & S. St. Cyr – Directors SVPRO
- P. Hancock, Office of University Counsel

Priority and Timing:
- Medium
- By end of November 2018
Area of Continued focus #6. Review Policy 14 (Interim Measures) to ensure integration with Policy 131

**Proposed Lead(s):**
- R. McCloy – Campus Security
- C. Hyson – Student Safety
- T. Campbell – Student Safety

**Proposed individuals to be Consulted and Involved:**
- M. McCallum, Director of Investigations
- S. Boyce & S. St. Cyr – SVPRO Directors
- J. Teasdale, Acting VP Students
- I. Cull, AVP Students – UBCO

**Priority and Timing:**
- Medium
- By end of October, 2018

Area of Continued Focus #7: Explore options to enhance practices for communicating investigation report findings leading to disciplinary measures.

**Proposed Lead(s):**
- P. Hancock, Office of University Counsel
- M. McCallum, Director of Investigations
- J. Teasdale, Acting VP Students

**Proposed individuals to be Consulted and Involved:**
- Representatives Student Leaders – TBD
- Representatives of Student Unions (AMS, GSS, PostDoc) – TBD
- S. Boyce & S St. Cyr - SVPRO Directors
- S. Nakata, Ombudsperson for Students
- S.J. Finlay, Equity and Inclusion Office

**Priority and Timing:**
- Low Priority
- Phase 1 – First meeting by end of October 2018
- Phase 2 – dependent on outcomes of Phase 1

Area of Continue Focus #8: Clarify process integration related to Anonymous & Third Party complaints

**Proposed Lead(s):**
- M. McCallum, Director of Investigations

**Proposed individuals to be Consulted and Involved:**
- P. Hancock, Office of University Counsel
- Representative - Campus Security (both campuses)
- Representative – Student Safety (both campuses)
- Representative – Residence (both campuses)
- Representatives - Heads of Departments and Deans

**Priority and Timing:**
- Low
- Review Section 5 - September 2018
- Ongoing through education and awareness plans
Area of Continued Focus #9: Enhance process to ensure timelines met and clarifying disciplinary processes

<table>
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<td>M. McCallum, Director of Investigations</td>
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<td>J. Teasdale, Acting VP Students</td>
<td>B. Meens Thistle, VP-HR</td>
<td>By end of December, 2018</td>
</tr>
<tr>
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<td>I. Cull, AVP Students – UBCO</td>
<td>B. Meens Thistle, VP-HR</td>
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</tbody>
</table>

Proposed individuals to be Consulted and Involved:
- P. Hancock, Office of University Counsel
- S. Boyce & S. St. Cyr – SVPRO Directors

Priority and Timing:
- Low
- By end of December, 2018

Area of Continued Focus #10: Continue work on integration on alignment of related and intersecting UBC policies as well as provincial policies (e.g. WorkSafe BC).

<table>
<thead>
<tr>
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<tbody>
<tr>
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<tr>
<td>S. Boyce &amp; S. St. Cyr – SVPRO Directors</td>
<td>HR, Labour Relations</td>
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<tr>
<td>C. Eaton, Assoc. Registrar Academic Governance &amp; Director Senate &amp; Curriculum</td>
<td>Faculty Relations</td>
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</table>

Priority and Timing:
- Low
- By end of December, 2018

Area of Continued Focus #11: Clarification on units and roles involved with Policy 131 and increase overall visibility

This work is actively underway and will be led by:
- M. McCallum, Director, IIO
- S. Boyce, Director, SVPRO-V
- S. St. Cyr, Director, SVPRO-O
- J. Teasdale, Acting Vice-President, Students
- B. Meens Thistle, Vice-President, Human Resources
## APPENDIX 2A – Policy 131 Workshop 5 Participants

### Workshop 5: Consolidation - August 8, 2018

**August 8, 2018**

<table>
<thead>
<tr>
<th>Participant List</th>
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<tbody>
<tr>
<td><strong>Amal</strong> Alhuwayshil</td>
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<tr>
<td><strong>Ogake</strong> Angwenyi</td>
</tr>
<tr>
<td><strong>Sonya</strong> Boyce</td>
</tr>
<tr>
<td><strong>Kristin</strong> Cacchioni</td>
</tr>
<tr>
<td><strong>Ian</strong> Cull</td>
</tr>
<tr>
<td><strong>Lindsay</strong> Cuncins</td>
</tr>
<tr>
<td><strong>Shannon</strong> Dunn</td>
</tr>
<tr>
<td><strong>Lindi</strong> Frost</td>
</tr>
<tr>
<td><strong>Max</strong> Holmes</td>
</tr>
<tr>
<td><strong>Wendy</strong> Luong</td>
</tr>
<tr>
<td><strong>Jeanie</strong> Malone</td>
</tr>
<tr>
<td><strong>Allison</strong> Matacheskie</td>
</tr>
<tr>
<td><strong>Myrna</strong> McCallum</td>
</tr>
<tr>
<td><strong>Rob</strong> McCloy</td>
</tr>
<tr>
<td><strong>Barbara</strong> Meens Thistle</td>
</tr>
<tr>
<td><strong>Roshni</strong> Narain</td>
</tr>
<tr>
<td><strong>Dawn</strong> Nealon</td>
</tr>
<tr>
<td><strong>Janice</strong> Robinson</td>
</tr>
<tr>
<td><strong>Lorena</strong> Seggie</td>
</tr>
<tr>
<td><strong>Carly</strong> Stanhope</td>
</tr>
<tr>
<td><strong>Shilo</strong> St. Cyr</td>
</tr>
<tr>
<td><strong>Janet</strong> Teasdale</td>
</tr>
<tr>
<td><strong>Jeannie</strong> Wexler</td>
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</tbody>
</table>
SUPPORTING SURVIVORS OF SEXUAL VIOLENCE

The Sexual Violence Prevention and Response Office (SVPRO) is a safe and confidential place for students, faculty and staff who have experienced sexual violence, regardless of when or where it took place.

What is sexual violence?
Sexual violence is any act of a sexual nature against a person who does not or cannot give consent. It can be physical or psychological and include threats or attempts.

SVPRO can help:
• Make a safety plan
• Navigate hospital, police, and court systems
• Find emergency housing
• Explain reporting options
• Facilitate academic concessions
• Coordinate workplace accommodations

You do not have to go to the hospital or make a police report to get help. We are here to help, whatever you decide.

SVPRO
6363 Agronomy Road,
4th Floor, Room 4071
604-822-1588
Monday-Friday, 8:30am-4:30pm
gethelp@svpro.ubc.ca
svpro.ubc.ca
TALKING TO A SURVIVOR

1. RECOGNIZE A DISCLOSURE.
   In your role, a student, staff and faculty may share information with you about an incident of sexual violence. This is a disclosure.
   Your response can have a positive impact on survivors’ awareness of and access to critical campus resources.
   When you receive a disclosure, refer to the Sexual Violence Prevention and Response Office.

2. RESPOND WITH EMPATHY AND EMPOWER SURVIVORS TO MAKE THEIR OWN CHOICES.
   Encourage survivors to seek safety and support.
   Survivors may need medical attention even if there are no visible signs of injury.
   ➤ If a survivor has experienced a sexual assault within the last 7 days, consult the “Steps to Take After a Sexual Assault” on the last page of this folder.
   Encourage survivors to explore their options.
   Survivors may experience a wide range of reactions that can impact any area of their life including attendance and/or performance at school or work.
   ➤ Survivors may want to explore academic concessions, workplace accommodations or other supports
   Encourage survivors to exercise autonomy and self-determination.
   Survivors often experience a loss of power and control.
   ➤ Encourage survivors to make their own decisions.

3. REFER SURVIVORS TO THE SEXUAL VIOLENCE PREVENTION AND RESPONSE OFFICE (SVPRO).
   Referring survivors to SVPRO can lessen the impact of trauma.
   If survivors are hesitant to reach out for help, there are 3 ways you can refer:
   ➤ Call SVPRO at 604-822-1588 before, during, or after a disclosure.
   ➤ Accompany survivors to the SVPRO office in Orchard Commons, 6363 Agronomy Road, Room 4071.
   ➤ Ask survivors if they prefer SVPRO to make initial contact by phone or email.
   Ask survivors for consent before you take action. If a survivor consents, make a plan to follow up at a later time. Respect their decisions, whatever they decide.

Language Matters
Empathy means trying to understand a survivor’s experience without judgement. Let survivors know they are not alone. Ask open-ended questions that start with “what” or “how.”
“What do you need?”
“How can I support you?”

Every survivor is unique.
Be aware of specific needs, concerns, or barriers related to “their access to power and privilege, their sex, sexual identity, gender identity or expression, racialization, age, family status, religion, faith, ability, disability, national or ethnic origin, Indigeneity, immigration status, socio-economic status, class, and language.”
UBC Policy 131, section 1
SUPPORTING SURVIVORS OF SEXUAL VIOLENCE

The Sexual Violence Prevention and Response Office (SVPRO) is a safe and confidential place for students, faculty and staff who have experienced sexual violence, regardless of when or where it took place.

What is sexual violence?
Sexual violence is any act of a sexual nature against a person who does not or cannot give consent. It can be physical or psychological and include threats or attempts.

SVPRO can help:
• Make a safety plan
• Navigate hospital, police, and court systems
• Find emergency housing
• Explain reporting options
• Arrange academic concessions
• Coordinate workplace accommodations

You can also refer survivors to the Central Okanagan Elizabeth Fry Society,
Monday to Friday 8:30am - 4:30pm
649 Leon Avenue, Kelowna, BC
250-763-4613 info.efry@coefs.ca

STEPS FOR A SURVIVOR TO TAKE AFTER A SEXUAL ASSAULT

1. GET TO A SAFE PLACE.
   Call 911 if someone is injured or in immediate danger.

2. GO TO THE NEAREST HOSPITAL.
   Survivors may need medical attention even if you don’t have visible signs of injury. If the assault took place within the last 7 days, there is a special team of nurses or doctors at the hospital who can help.
   Ask for Sexual Assault Service at:
   - Vernon Jubilee Hospital, 24/7
     2101 32 Street, Vernon, 250-545-2211
   - Kelowna General Hospital, 24/7
     2268 Pandosy Street, Kelowna, 250-862-4000

3. GET SUPPORT.
   Call the confidential Sexual Violence Prevention and Response Office at 250-807-9640 to get support and explore your options. We can help you find a safe place to stay, get help at school or work, accompany you to the hospital, police station, or court, and explain your reporting options.

4. REPORTING OPTIONS.
   Call Kelowna RCMP at 250-762-3300 or go to Kelowna RCMP Detachment 1190 Richter Street
   Want to stay anonymous? If you want to report a sexual assault to the police and remain anonymous, the SVPRO can help you file a Third Party Report. The SVPRO will not disclose your name or any other identifying information.
   Report to UBC: If you want UBC to investigate a sexual assault or other form of sexual misconduct, please contact the Independent Investigation Office. Each investigation is conducted in a trauma informed, confidential and respectful manner in accordance with the principles of procedural fairness. You can report directly to this office.
   604-827-2060 | director.of.investigations@ubc.ca

Maintain survivors’ confidentiality.
Do NOT submit an Early Alert to refer students who disclose sexual violence. Instead, ask if you can refer them to SVPRO for support.

Survivors do not have to go to the hospital or make a report to get help. We are here to help, whatever they decide.

SVPRO
1270 International Mews
120 Nicola Townhome
250-807-9640
svpro.okanagan@ubc.ca
svpro.ok.ubc.ca

WE BELIEVE YOU
UBC Sexual Violence Prevention and Response Office
TALKING TO A SURVIVOR

1. **RECOGNIZE A DISCLOSURE.**
   In your role, a student, staff and faculty may share information with you about an incident of sexual violence. This is a disclosure.
   Your response can have a positive impact on survivors’ awareness of and access to critical campus resources.
   When you receive a disclosure, refer to the Sexual Violence Prevention and Response Office.
   If the survivor wants to make a report to UBC for an investigation, see back page of this folder and “Reporting to the IIO” insert.

2. **RESPOND WITH EMPATHY AND EMPOWER SURVIVORS TO MAKE THEIR OWN CHOICES.**
   Encourage survivors to seek safety and support.
   Survivors may need medical attention even if there are no visible signs of injury.
   → If a survivor has experienced a sexual assault within the last 7 days, consult the “Steps to Take After a Sexual Assault” on the last page of this folder.

   Encourage survivors to explore their options.
   Survivors may experience a wide range of reactions that can impact any area of their life including attendance and/or performance at school or work.
   → Survivors may want to explore academic concessions, workplace accommodations or other supports.

   Encourage survivors to exercise autonomy and self-determination.
   Survivors often experience a loss of power and control.
   → Encourage survivors to make their own decisions.

3. **REFER SURVIVORS TO THE SEXUAL VIOLENCE PREVENTION AND RESPONSE OFFICE (SVPRO).**
   Referring survivors to SVPRO can lessen the impact of trauma.
   If survivors are hesitant to reach out for help, there are 3 ways you can refer:
   → Call SVPRO at 250-807-9640 before, during, or after a disclosure.
   → Accompany survivors to the SVPRO office 1270 International Mews, Nicola Townhome 120.
   → Ask survivors if they prefer SVPRO to make initial contact by phone or email.

   Ask survivors for consent before you take action. If a survivor consents, make a plan to follow up at a later time. Respect their decisions, whatever they decide.

Language Matters

Empathy means trying to understand a survivor’s experience without judgement. Let survivors know they are not alone.
Ask open-ended questions that start with “what” or “how.”
“What do you need?”
“How can I support you?”

Every survivor is unique.

Be aware of specific needs, concerns, or barriers related to “their access to power and privilege, their sex, sexual identity, gender identity or expression, racialization, age, family status, religion, faith, ability, disability, national or ethnic origin, Indigeneity, immigration status, socio-economic status, class, and language.”

UBC Policy 131, section 1
Communications on the Independent Investigations Office at UBC

The Independent Investigations Office at UBC (IIO) is committed to ensuring that investigations into sexual violence, discrimination, and harassment involving members of the UBC community are guided by the office’s core principles:

- Procedural Fairness and Due Process
- Impartiality
- Confidentiality
- Respect
- Trauma-Informed Approach

Fairness means that a Complainant bringing forward a complaint of sexual misconduct will be reasonably and appropriately questioned by an unbiased and impartial fact-finder and asked to present evidence to support their allegations. The Respondent will also be afforded an opportunity to present evidence and to respond to questions. Both parties will receive an equal opportunity to have questions asked of the opposing party.

Oversight into the entire investigation process is provided by the Director of Investigations, who will ensure that the investigation is executed in a trauma-informed manner which means that parties will be asked to provide as much information as available. The investigators are trained on the effects of trauma and the ways in which trauma impacts memory, behavior and communication; and apply this specialized lens to the manner in which they evaluate evidence, interview parties and conduct credibility assessments. This approach promotes a feeling of safety, and fosters trust amongst the parties.

The investigation process is not intended to be adversarial and parties will not be cross-examined or interrogated by other parties. The overarching goal is to gather all of the information available in order to ascertain if the conduct alleged violated UBC’s Sexual Misconduct, Harassment or Discrimination policies.

Both parties will be clearly informed of their rights throughout the investigation process. UBC firmly believes that in order to instill a sense of trust and confidence in the investigation process, our core principles, particularly impartiality must be upheld. This commitment ensures that the parties and members of the UBC community more broadly, can trust the results of an investigation.

It is of paramount importance to emphasize that the IIO will not have predetermined views regarding the outcome of an investigation. It is only through a fair and unbiased investigation process conducted by an impartial and trauma-informed investigator that a well-reasoned and balanced conclusion will be reached.

The IIO is a separate office at UBC and is not part of the Sexual Violence Prevention and Response Offices (SVPRO). The We Believe You campaign is associated with the support services provided by the SVPRO offices and is not intended to be associated with work of the IIO.
<table>
<thead>
<tr>
<th>Strategic Priority</th>
<th>Key Initiatives Description</th>
<th>Learning Outcomes</th>
<th>Target Audiences</th>
<th>Frequency</th>
</tr>
</thead>
</table>
| Orientation Campaign | Increase awareness of the new Sexual Violence Prevention and Response Office as a safe and supportive place for survivors and their allies | Participants will be able to:  
• Explain range of SVPRO’s support services  
• Identify options available to survivors  
• Explain how to make a disclosure to SVPRO  
• Refer self and others to SVPRO | 1st year undergraduate and incoming graduate students; international, exchange, and transfer students; campus partners (referral agents) | Annual (September) |
| Consent Campaign | Increase awareness of: i. spectrum of sexual violence and, ii. consent as violence prevention tool. | Participants will be able to:  
• Define sexual violence and Culture of Consent  
• Recognize social norms and structures that perpetuate sexual violence  
• Identify individual, collective or systemic actions that can contribute to the prevention of sexual violence. | 1st year undergraduate and incoming graduate students; international, exchange, and transfer students | Annual (October) |
| Know Your Options Campaign | Increase awareness of options available to survivors of sexual violence. | Participants will be able to:  
• Explain range of SVPRO’s support services  
• Identify options available to survivors  
• Explain how to make a disclosure to SVPRO  
• Refer self and others to SVPRO | Students, Faculty, Staff, survivors and their allies | Annual (November) |
| Sexual Assault Awareness Month | Increase awareness of: i. spectrum of sexual violence and, ii. consent as violence prevention tool. Community-engagement, theme TBD. | Participants will be able to:  
• Define sexual violence and Culture of Consent  
• Recognize social norms and structures that perpetuate sexual violence  
• Identify individual, collective or systemic actions that can contribute to the prevention of sexual violence. | Students, Faculty, Staff, survivors and their allies | Annual (January) |
| Educate Leaders and other Cultural Influencers | SVPRO Road Show  
Launch “Teal Folder”. Presentation and resource for faculty and staff about SVPRO and response protocols, with engagement mechanism for feedback. | Participants will be able to:  
• Explain range of SVPRO’s support services  
• Identify options available to survivors  
• Explain how to make a disclosure to SVPRO  
• Refer self and others to SVPRO  
• Introduce, interpret and apply Policy 131 within faculties, departments and units | Faculties such as Arts, Science, Applied Science; Sauder; Graduate Studies; Academic Leaders; Administrative Leaders; Adjudicators | Ongoing |
### SVPRO Open House Series

**Series of SVPRO-hosted Open Houses with educational content and community engagement mechanisms**

Participants will be able to:

- Explain range of SVPRO's support services
- Identify options available to survivors
- Explain how to make a disclosure to SVPRO
- Refer self and others to SVPRO

Students, Faculty, Staff with emphasis on marginalized groups  
Ongoing

### Skills-based Training for 1st Responders

*Tailored trainings on how to support survivors that are customized for each group trained based on needs and roles. These trainings focus on covering core curriculum modules 4 and 5 (Supporting Survivors of Sexual Violence Levels 1 and 2) but also include fundamentals about SVPRO, Policy 131, and sexual violence.*

**LEVEL 1:** Participants will be able to:

- Define trauma and secondary victimization
- Differentiate between simple vs complex trauma.
- Use the Recognize – Respond – Refer protocol upon receiving disclosures of sexual violence

**LEVEL 2:** Participants will be able to:

- Identify key principles of trauma-informed practice
- Understand how trauma resulting from sexual violence affects the brain and behaviour
- Use safety and containment strategies to minimize the impact of trauma and secondary victimization.

ResLife (Residence Life Managers, Coordinators, and Residence Advisors), Orientation Leaders (Jump Start, Imagine Day, Collegia), Student Society Executives (AMS/GSS), Varsity Athletes, Staff (Advisors)  
Ongoing
The 2018-19 SVPRO-V core curriculum consists of five modules: *Introduction to SVPRO, Policy 131 101, What is Sexual Violence? and Supporting Survivors (Levels 1 and 2).* These core curriculum modules are not intended as discrete, pre-planned workshops. Instead, the modules are designed to be combined as needed to tailor workshops in collaboration with the intended participants. Our process is iterative and participant-involved. While designing a workshop or educational experience, we will engage with its intended audience, learn about their needs and aspirations, and then draw from our modules and related resources to tailor workshops as required. This engages our community in the process of change in the educational planning, implementation and delivery cycle.

<table>
<thead>
<tr>
<th>Module</th>
<th>Learning Outcomes</th>
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| **M1 Intro to SVPRO**       | Participants will be able to:  
  • Explain range of SVPRO’s support services  
  • Identify options available to survivors  
  • Explain how to make a disclosure to SVPRO  
  • Refer self and others to SVPRO                                                                                                                                  |
| **M2 Policy 131 101**       | Participants will be able to:  
  • Define sexual misconduct, consent, disclosure and report  
  • Differentiate between a disclosure and report  
  • Explain how to make a disclosure to SVPRO  
  • Explain how to submit a report to IIO  
  • Introduce, interpret and apply Policy 131 within faculties, departments and units  

| **M3 What is Sexual Violence?** | Participants will be able to:  
  • Define sexual violence and *Culture of Consent*  
  • Recognize social norms and structures that perpetuate sexual violence  
  • Identify individual, collective or systemic actions that can contribute to the prevention of sexual violence |
| **M4 Supporting Survivors Level 1** | Participants will be able to:  
  • Define trauma and secondary victimization  
  • Differentiate between simple trauma vs complex trauma  
  • Use the *Recognize – Respond – Refer* protocol upon receiving disclosures of sexual violence |
| **M5 Supporting Survivors Level 2** | Participants will be able to:  
  • Identify key principles of trauma-informed practice  
  • Understand how trauma resulting from sexual violence affects the brain and behaviour  
  • Use safety and containment strategies to minimize the impact of trauma and secondary victimization |
STAFF / FACULTY

Overview of SVPRO and Policy 131 (30 min.)
This presentation will provide participants with an overview of UBC’s Policy 131: Sexual Assault and Other Sexual Misconduct. It will also outline the role of the Sexual Violence Prevention and Response Office UBC Okanagan and the various supports and services that this service provides to all members of the campus community.

Trauma-Informed Practice for Staff and Faculty (2-2.5 Hrs.)
In this hands-on workshop, participants will gain an understanding of trauma and the impacts on the mind and body, and learn the central values of trauma-informed practice (TIP). By drawing on relevant case scenarios, participants will have an opportunity to apply the values of TIP to effectively respond to each scenario. Participants of this training will walk away with practical tools and skills to best support students, staff/faculty, and colleagues in need.

Responding to Disclosures of Sexual Assault (2.5-3 Hrs.)
Survivors of sexual violence most often disclose to someone they already know and trust. Drawing on relevant case scenarios, participants of this workshop will gain practical tools on how to best respond and support survivors who have made a disclosure. Some topics covered in this presentation include: understanding trauma and its impacts; barriers to disclosure; and how to apply the “Listen, Believe, Empower” model to our professional and personal lives.

STUDENT

Overview of SVPRO and Policy 131 (30 min.)
This presentation will provide students with an overview of UBC’s Policy 131: Sexual Assault and Other Sexual Misconduct. It will also outline the role of the Sexual Violence Prevention and Response Office (SVPRO) UBC Okanagan and the support services that SVPRO can provides to all members of the campus community.

Navigating Healthy and Consensual Relationships (1-2 Hrs.)
In this presentation, students will explore and engage in a discussion around dating and relationships. Particularly, this presentation will cover topics such as: roles in relationships; mutual respect and boundaries in relationships; consent and sex; and more.

Responding to Disclosures of Sexual Assault (2.5-3 Hrs.)
Survivors of sexual violence most often disclose to someone they already know and trust. Drawing on relevant case scenarios, participants of this workshop will gain practical tools on how to best respond and support survivors who have made a disclosure. Some topics covered in this presentation include: understanding trauma and its impacts; barriers to disclosure; and how to apply the “Listen, Believe, Empower” model to our lives.

It Begins with U: Upstander Intervention (2.5 Hrs.)
This interactive workshop will provide participants with the practical skills and tools to identify and intervene to prevent sexual violence in our communities. By engaging with this training, participants will learn how be an “active bystander”, thus reducing sexual violence and promoting a safer community.
## INDEPENDENT INVESTIGATIONS OFFICE FALL EVENTS SCHEDULE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 20</td>
<td><strong>Conflict De-escalation Workshop</strong>&lt;br&gt;Per the request of International Programs and Services (UBCO), a 2-hour workshop facilitated by the ADR Specialist for JumpStart student leaders. The workshop, including 4 group activities and a discussion, focused on de-escalation tactics, tactical language in managing heightened situations, communication skills, active listening and verbal de-escalation strategies.</td>
<td>UBC-O</td>
</tr>
<tr>
<td>August 28</td>
<td><strong>Residence Life Orientation Presentation</strong>&lt;br&gt;A 15 minute presentation to Residence Life staff, given by the Communication and Education Coordinator and Executive Assistant. The role and function of the IIO is introduced, with an emphasis on the principles that guide investigations: independence, impartiality, a trauma-informed approach, due process, and procedural fairness.</td>
<td>UBC-V</td>
</tr>
<tr>
<td>August 30</td>
<td><strong>Grad Student Orientation Booth</strong>&lt;br&gt;A booth set up at Graduate Student Orientation, attended by the Communication and Education Coordinator and Executive Assistant. Promotional material is disseminated, and the role and function of the IIO is explained to passers-by.</td>
<td>UBC-V</td>
</tr>
<tr>
<td>August 30</td>
<td><strong>Grad Student Orientation Booth</strong>&lt;br&gt;A booth set up at Graduate Student Orientation, attended by the Special Advisor. Promotional material is disseminated, and the role and function of the IIO is explained to passers-by.</td>
<td>UBC-O</td>
</tr>
<tr>
<td>September 11</td>
<td><strong>First Nations House of Learning Welcome BBQ &amp; Resource Fair</strong>&lt;br&gt;The Director of Investigations attends to informally discuss the role and function of the IIO to attendees, in conversation with other attendees. A booth is set up and attended by the Communication and Education Coordinator and Executive Assistant. Promotional material is disseminated, and the role and function of the IIO is explained to passers-by.</td>
<td>UBC-V</td>
</tr>
<tr>
<td>TBD – October or November</td>
<td><strong>Trauma-Informed Investigations Workshop</strong>&lt;br&gt;2-day workshop for investigators, UBC staff likely to engage with Policy 131 (i.e. those receiving disclosures, making discipline decisions, etc.) and the UBC RCMP detachment. Day 1 focuses on trauma-informed care, institutional trauma and vicarious trauma. Day 2 focuses on trauma-informed investigations: how trauma impacts memory and presentation of evidence, how to make sound credibility assessments in light of trauma, why legally, we must ask questions that might not be perceived as “trauma-informed,” and how to ask those questions.</td>
<td>UBC-V &amp; UBC-O</td>
</tr>
</tbody>
</table>
CURRICULUM/ENGAGEMENT OVERVIEW

STAFF / FACULTY

Trauma-Informed Investigations Workshop (2 days)

2-day workshop for investigators, UBC staff likely to engage with Policy 131 (i.e. those receiving disclosures, making discipline decisions, etc.) and the UBC RCMP detachment. Day 1 focuses on trauma-informed care, institutional trauma and vicarious trauma. Day 2 focuses on trauma-informed investigations: how trauma impacts memory and presentation of evidence, how to make sound credibility assessments in light of trauma, why legally, we must ask questions that might not be perceived as “trauma-informed,” and how to ask those questions.

First Nations House of Learning Welcome BBQ & Resource Fair

The Director of Investigations attends to informally discuss the role and function of the IIO to attendees, in conversation with other attendees. A booth is set up and attended by the Communication and Education Coordinator and Executive Assistant. Promotional material is disseminated, and the role and function of the IIO is explained to passers-by.

STUDENT

Grad Student Orientation Booth

A booth set up at Graduate Student Orientation, attended by the Special Advisor or Communication and Education Coordinator and Executive Assistant. Promotional material is disseminated, and the role and function of the IIO is explained to passers-by.

Residence Life Orientation Presentation

A 15 minute presentation to Residence Life staff, given by the Communication and Education Coordinator and Executive Assistant. The role and function of the IIO is introduced, with an emphasis on the principles that guide investigations: independence, impartiality, a trauma-informed approach, due process, and procedural fairness.

Conflict De-escalation Workshop

Per the request of International Programs and Services (UBCO), a 2-hour workshop facilitated by the ADR Specialist for JumpStart student leaders. The workshop, including 4 group activities and a discussion, focused on de-escalation tactics, tactical language in managing heightened situations, communication skills, active listening and verbal de-escalation strategies.

First Nations House of Learning Welcome BBQ & Resource Fair

The Director of Investigations attends to informally discuss the role and function of the IIO to attendees, in conversation with other attendees. A booth is set up and attended by the Communication and Education Coordinator and Executive Assistant. Promotional material is disseminated, and the role and function of the IIO is explained to passers-by.
## APPENDIX 5 – Policy 131 Workshop 1-4 Participants

**Workshop 1: Students - Disclosure, Response, Support Workflows - June 25, 2018**

<table>
<thead>
<tr>
<th>Participant List</th>
<th>Role and Position</th>
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</thead>
<tbody>
<tr>
<td>Marjann Adbolani</td>
<td>Advocate, GSS</td>
</tr>
<tr>
<td>Amal Alhuwayshil</td>
<td>President, UBCSUO</td>
</tr>
<tr>
<td>Ogake Angwenyi</td>
<td>Sexual Violence Response Specialist, SVPRO</td>
</tr>
<tr>
<td>Sonya Boyce</td>
<td>Director, SVPRO</td>
</tr>
<tr>
<td>Samantha Breslauer</td>
<td>Articling Student, Roper Greyall</td>
</tr>
<tr>
<td>Eury Chang</td>
<td>Advocate, GSS</td>
</tr>
<tr>
<td>Louise Cowin</td>
<td>Vice-President, Students</td>
</tr>
<tr>
<td>Lisa Crossley</td>
<td>Advocacy Coordinator, AMS</td>
</tr>
<tr>
<td>Lindsay Cuncins</td>
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<tr>
<td>Ian Cull</td>
<td>Associate Vice-President, Students, UBCO</td>
</tr>
<tr>
<td>Chastity Davis</td>
<td>WMC Facilitator</td>
</tr>
<tr>
<td>Shannon Dunn</td>
<td>Director, Business Operations, UBCO</td>
</tr>
<tr>
<td>Susanne Goodison</td>
<td>Director, Arts Academic Advising Services</td>
</tr>
<tr>
<td>Marium Hamid</td>
<td>President, AMS</td>
</tr>
<tr>
<td>Chad Hyson</td>
<td>Director, Student Conduct &amp; Safety</td>
</tr>
<tr>
<td>Waged Jafer</td>
<td>Alternative Dispute Resolution Specialist, Independent Investigations Office</td>
</tr>
<tr>
<td>Keith Kawa</td>
<td>Director, Human Resources, VPS</td>
</tr>
<tr>
<td>Pam Lim</td>
<td>Assistant Dean &amp; Director, Undergraduate Office, Sauder School of Business</td>
</tr>
<tr>
<td>Wendy Luong</td>
<td>Policy 131 Implementation Project Coordinator</td>
</tr>
<tr>
<td>Jeanie Malone</td>
<td>Student, Board of Governors</td>
</tr>
<tr>
<td>Myrna McCallum</td>
<td>Director of Investigations</td>
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<tr>
<td>Barbara Meens Thistle</td>
<td>Vice-President, Human Resources</td>
</tr>
<tr>
<td>Kaila Mikkelsen</td>
<td>Assistant Dean, Students, Allard School of Law</td>
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<tr>
<td>Tiffany Mintah</td>
<td>Associate Director, Residence Life</td>
</tr>
<tr>
<td>Chiamaka Mogo</td>
<td>Education Program Assistant and Policy Analyst, SVPRO</td>
</tr>
<tr>
<td>Ali Mojdehi</td>
<td>Operations Manager, Campus Security</td>
</tr>
<tr>
<td>Shirley Nakata</td>
<td>Ombudsfor Students</td>
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<tr>
<td>Roshni Narain</td>
<td>Human Rights Advisor, Equity and Inclusion Office</td>
</tr>
<tr>
<td>Dawn Nealon</td>
<td>Sexual Violence Response Specialist, SVPRO</td>
</tr>
<tr>
<td>Name</td>
<td>Title</td>
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</tr>
<tr>
<td>Alison</td>
<td>WMC Facilitator</td>
</tr>
<tr>
<td>Emily</td>
<td>Associate Director, Student Academic Support, Graduate and Postdoctoral Studies</td>
</tr>
<tr>
<td>Janice</td>
<td>Director, Residence Life &amp; Admin</td>
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<tr>
<td>Lorena</td>
<td>Sexual Violence Response Advisor, SVPRO</td>
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<td>Anna</td>
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<td>Shilo</td>
<td>Director, SVPRO UBCO</td>
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<tr>
<td>Carly</td>
<td>Research Assistant, Independent Investigations Office</td>
</tr>
<tr>
<td>Janet</td>
<td>Managing Director, Student Development &amp; Services</td>
</tr>
<tr>
<td>Jeannie</td>
<td>WMC Facilitator</td>
</tr>
</tbody>
</table>

**Workshop 2: Students - Reporting, Information Gathering, Investigations, Resolutions - June 26, 2018**

**Participant List**

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
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<tr>
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<td>Sexual Violence Response Specialist, SVPRO</td>
</tr>
<tr>
<td>Sonya</td>
<td>Director, SVPRO</td>
</tr>
<tr>
<td>Amandeep</td>
<td>Academic Governance Coordinator / Interim Director, Board of Governors</td>
</tr>
<tr>
<td>Eury</td>
<td>Advocate, GSS</td>
</tr>
<tr>
<td>Louise</td>
<td>Vice-President, Students</td>
</tr>
<tr>
<td>Lindsay</td>
<td>Support Worker SASC</td>
</tr>
<tr>
<td>Ian</td>
<td>Associate Vice-President, Students, UBCO</td>
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<td>Chastity</td>
<td>WMC Facilitator</td>
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<tr>
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<td>Director, Business Operations, UBCO</td>
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<tr>
<td>Chris</td>
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<tr>
<td>Jeanie</td>
<td>Student, Board of Governors</td>
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<tr>
<td>Name</td>
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<tr>
<td>Myrna McCallum</td>
<td>Director of Investigations</td>
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<tr>
<td>Rob McCloy</td>
<td>Executive Director, Campus Safety &amp; Security</td>
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<td>Barbara Meens Thistle</td>
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<td>Tiffany Mintah</td>
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<tr>
<td>Lorena Sebbie</td>
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<tr>
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<tr>
<td>Shilo St. Cyr</td>
<td>Director, SVPRO UBCO</td>
</tr>
<tr>
<td>Carly Stanhope</td>
<td>Research Assistant, Independent Investigations Office</td>
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<tr>
<td>Janet Teasdale</td>
<td>Managing Director, Student Development &amp; Services</td>
</tr>
<tr>
<td>Jeannie Wexler</td>
<td>WMC Facilitator</td>
</tr>
</tbody>
</table>

**Workshop 3: Faculty & Staff – Disclosure, Report, Support - June 28, 2018**

**Participant List**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Ogake Angwenyi</td>
<td>Sexual Violence Response Specialist, SVPRO</td>
</tr>
<tr>
<td>Robert Boushel</td>
<td>Director, School of Kinesiology</td>
</tr>
<tr>
<td>Sonya Boyce</td>
<td>Director, SVPRO</td>
</tr>
<tr>
<td>Neelu Chauhan</td>
<td>Senior Employee Relations Advisor, Human Resources</td>
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<tr>
<td>Lindsay Cuncins</td>
<td>Support Worker SASC</td>
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<tr>
<td>Chastity Davis</td>
<td>WMC Facilitator</td>
</tr>
<tr>
<td>Chris Eaton</td>
<td>Associate Registrar for Academic Governance &amp; Director Senate &amp; Curriculum</td>
</tr>
<tr>
<td>Sara-Jane Finlay</td>
<td>Associate Vice-President, Equity and Inclusion</td>
</tr>
<tr>
<td>Lindi Frost</td>
<td>Director, Employee &amp; Labour Relations, Human Resources</td>
</tr>
<tr>
<td>Gillian Henderson</td>
<td>Director, Human Resources, UBCO</td>
</tr>
<tr>
<td>Waged Jafer</td>
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<tr>
<td>Shanda Jordan Gaetz</td>
<td>Executive Director, Faculty Affairs, Faculty of Medicine</td>
</tr>
<tr>
<td>Name</td>
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<tr>
<td>Keith Kawa</td>
<td>Director, Human Resources, VPS</td>
</tr>
<tr>
<td>Sammy Lam</td>
<td>Assistant Operations Manager, Campus Security</td>
</tr>
<tr>
<td>Dave Lance</td>
<td>President, CUPE 116</td>
</tr>
<tr>
<td>Wendy Luong</td>
<td>Policy 131 implementation Project Coordinator</td>
</tr>
<tr>
<td>Jeanie Malone</td>
<td>Student, Board of Governors</td>
</tr>
<tr>
<td>Allison Matacheskie</td>
<td>Managing Director, Faculty Relations, Human Resources</td>
</tr>
<tr>
<td>Myrna McCallum</td>
<td>Director of Investigations</td>
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<td>Linda McKnight</td>
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<tr>
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<tr>
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<tr>
<td>Shilo St. Cyr</td>
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<tr>
<td>Carly Stanhope</td>
<td>Research Assistant, Independent Investigations Office</td>
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<tr>
<td>Leah Terai</td>
<td>Senior Manager, Faculty Relations, Human Resources</td>
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<tr>
<td>Mark Trowell</td>
<td>Senior Manager, Faculty Relations, Human Resources</td>
</tr>
<tr>
<td>Jeannie Wexler</td>
<td>WMC Facilitator</td>
</tr>
</tbody>
</table>

### Workshop 4: Faculty & Staff – Reporting, Information Gathering, Investigations, Resolutions - June 29, 2018

**Participant List**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ogake Angwenyi</td>
<td>Sexual Violence Response Specialist, SVPRO</td>
</tr>
<tr>
<td>Robert Boushel</td>
<td>Director, School of Kinesiology</td>
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<tr>
<td>Sonya Boyce</td>
<td>Director, SVPRO</td>
</tr>
<tr>
<td>Amandeep Breen</td>
<td>Academic Governance Coordinator/ Interim Director Board of Governors</td>
</tr>
<tr>
<td>Neelu Chauhan</td>
<td>Senior Employee Relations Advisor, Human Resources</td>
</tr>
<tr>
<td>Bekkah Coburn</td>
<td>Senior Manager, Faculty Relations</td>
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<tr>
<td>Lindsay Cuncins</td>
<td>Support Worker SASC</td>
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<tr>
<td>Chastity Davis</td>
<td>WMC Facilitator</td>
</tr>
<tr>
<td>Chris Eaton</td>
<td>Associate Registrar for Academic Governance &amp; Director Senate &amp; Curriculum</td>
</tr>
<tr>
<td>Sara-Jane Finlay</td>
<td>Associate Vice-President, Equity and Inclusion</td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
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</tr>
<tr>
<td>Lindi Frost</td>
<td>Director, Employee &amp; Labour Relations, Human Resources</td>
</tr>
<tr>
<td>Andrea Han</td>
<td>President, AAPS</td>
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<tr>
<td>Gillian Henderson</td>
<td>Director, Human Resources, UBCO</td>
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<td>Waged Jafer</td>
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<td>President, CUPE 116</td>
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<tr>
<td>Wendy Luong</td>
<td>Policy 131 Implementation Project Coordinator</td>
</tr>
<tr>
<td>Allison Matacheskie</td>
<td>Managing Director, Faculty Relations, Human Resources</td>
</tr>
<tr>
<td>Myrna McCallum</td>
<td>Director of Investigations</td>
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<td>Linda McKnight</td>
<td>Managing Director, Strategic Staff Relations, Human Resources</td>
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<tr>
<td>Roshni Narain</td>
<td>Human Rights Advisor, Equity and Inclusion Office</td>
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<tr>
<td>Dory Nason</td>
<td>Senior Instructor, First Nations &amp; Indigenous Studies and English</td>
</tr>
<tr>
<td>Dawn Nealon</td>
<td>Sexual Violence Response Specialist, SVPRO</td>
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<tr>
<td>Karen Ranalletta</td>
<td>President, CUPE 2950</td>
</tr>
<tr>
<td>Janice Robinson</td>
<td>Director, Residence Life &amp; Admin</td>
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<tr>
<td>Deena Rubuliak</td>
<td>Executive Director, Faculty Association</td>
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<tr>
<td>Lorena Seggie</td>
<td>Sexual Violence Response Advisor, SVPRO</td>
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<tr>
<td>Kay Sinclair</td>
<td>Staff Representative, BCGEU</td>
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<td>Bronwen Sprout</td>
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<tr>
<td>Shilo St. Cyr</td>
<td>Director, SVPRO UBCO</td>
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<td>Frans Van de Ven</td>
<td>Business Agent, CUPE 2950</td>
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</tr>
<tr>
<td>Margaret Wright</td>
<td>Associate Professor, Social Work</td>
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</tbody>
</table>
## 1.0 RESOURCING & RECRUITMENT PLAN

1.1 Implement Recruitment Plan

1.2 Implement comprehensive onboarding program

1.3 Clarity of roles and accountabilities

1.4 Robust and constructive feedback and engagement loops

## 2.0 ONE YEAR RETROSPECTIVE ASSESSMENT OF POLICY AND PROCEDURES PLAN

2.1 Capture feedback and concerns from key stakeholders

2.2 Review past and required legal opinions on specific areas including alignment with legislation and regulations (e.g. WorkSafe BC, Employment Standards, Human Rights)

2.3 Review Senate, Board, Student, Faculty and Staff Policies for intersections with Policy 131

2.4 Identify gaps between intent of Policy versus application of Policy

2.5 Conduct benchmarking with other Canadian Universities on their SVPR policies and implementation learnings; issues and planned changes

2.6 Revise required changes to Policy 131 procedures language as well as enhancements to definitions

2.7 Revise Policy 131 and communicate to all key stakeholders

2.8 Modify any education /training /awareness materials to reflect revisions

## 3.0 AWARENESS & COMMUNICATIONS PLAN

3.1 Develop and implement comprehensive communications strategy and plan

3.2 Develop and implement awareness building and engagement campaigns

3.3 Develop and implement passive programming to promote campus resources for survivors of sexual assault (ongoing)
### 3.4 In collaboration with others, design and deliver collateral for communication tactics

- **ID:** 88
- **Task Name:** 3.4 In collaboration with others, design and deliver collateral for communication tactics
- **Progress:** 92%

### 3.5 Communication regarding clarity in roles and accountabilities

- **ID:** 92
- **Task Name:** 3.5 Communication regarding clarity in roles and accountabilities
- **Progress:** 53%

### 4.0 EDUCATION PLAN

#### 4.1 Create and/or update core curriculum in consultation with key stakeholders

- **ID:** 98
- **Task Name:** 4.1 Create and/or update core curriculum in consultation with key stakeholders
- **Progress:** 49%

#### 4.2 Facilitate training for student leaders including ResLife, Jump Start and Collegia student leader staff

- **ID:** 107
- **Task Name:** 4.2 Facilitate training for student leaders including ResLife, Jump Start and Collegia student leader staff
- **Progress:** 66%

#### 4.3 Develop and implement training for Academic leaders to interpret and apply Policy 131 within their faculties, departments, schools and institutes

- **ID:** 115
- **Task Name:** 4.3 Develop and implement training for Academic leaders to interpret and apply Policy 131 within their faculties, departments, schools and institutes
- **Progress:** 35%

#### 4.4 Develop and implement training for adjudicators

- **ID:** 123
- **Task Name:** 4.4 Develop and implement training for adjudicators
- **Progress:** 32%

#### 4.5 Develop and implement training for senior staff administrators to interpret and apply Policy 131 within their units

- **ID:** 130
- **Task Name:** 4.5 Develop and implement training for senior staff administrators to interpret and apply Policy 131 within their units
- **Progress:** 18%

#### 4.6 Prepare and Host Sexual Assault Awareness Month

- **ID:** 133
- **Task Name:** 4.6 Prepare and Host Sexual Assault Awareness Month
- **Progress:** 9%

### 5.0 OPERATING MODEL PLAN

#### 5.1 Conduct interviews for key Workshop participants

- **ID:** 141
- **Task Name:** 5.1 Conduct interviews for key Workshop participants
- **Progress:** 32%

#### 5.2 Finalize design of facilitated workshops

- **ID:** 142
- **Task Name:** 5.2 Finalize design of facilitated workshops
- **Progress:**

#### 5.3 Hold Facilitated Workshops (June 25, 26, 28, 29)

- **ID:** 143
- **Task Name:** 5.3 Hold Facilitated Workshops (June 25, 26, 28, 29)
- **Progress:**

#### 5.4 Consolidate Workshop findings and prepare draft summary report

- **ID:** 144
- **Task Name:** 5.4 Consolidate Workshop findings and prepare draft summary report
- **Progress:**

#### 5.5 Review draft reports and proposed edits x 2

- **ID:** 145
- **Task Name:** 5.5 Review draft reports and proposed edits x 2
- **Progress:**

#### 5.6 Consult with key stakeholders and refine next steps in mitigating gaps and implementation

- **ID:** 146
- **Task Name:** 5.6 Consult with key stakeholders and refine next steps in mitigating gaps and implementation
- **Progress:**

#### 5.7 Update People, Community & International Committee on September 13 to discuss findings, gaps and next steps in

- **ID:** 147
- **Task Name:** 5.7 Update People, Community & International Committee on September 13 to discuss findings, gaps and next steps in
- **Progress:**

#### 5.8 Proceed with implementing work to mitigate gaps and continued implementation

- **ID:** 148
- **Task Name:** 5.8 Proceed with implementing work to mitigate gaps and continued implementation
- **Progress:**

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**Project: Policy 131 - Implementation Plan**

**Date:** 26/08/18

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**Appendix 6 - PCI Committee - Policy 131 - Page 2**
Submission to the UBC Board of Governors regarding UBC Policy 131, Sexual Assault and Other Sexual Misconduct, Small Policy Review September 2nd, 2018

Dear Board of Governors,

This submission is being made on behalf of the Alma Mater Society (AMS) of UBC Vancouver in response to completion of the Small Policy Review of UBC Policy 131, Sexual Assault and Other Sexual Misconduct.

The AMS is supportive of the current process UBC is undergoing to strengthen the implementation of Policy 131. The June Workshops, wherein key internal stakeholders were consulted and had a dialogue about experiences over the last 12 months, were found to be a productive step in the right direction towards a functional implementation of Policy 131.

Stakeholders who attended the workshops collectively identified seventeen key issues relating to Policy 131 that need to be addressed. The AMS encourages rapid progress toward the successful implementation of all the identified concerns; there is an urgency to address these operational inadequacies since survivors continue to feel the negative impacts.

We see the value in the university making key operational changes and continuing to implement the policy now, which will allow for any additional challenges to be identified. We look forward to seeing procedural changes, and feel that one academic year is enough time to improve the seventeen issues identified.

This timeline will allow for the university to observe the policy in its entirety. After one year, a full policy review process can be conducted starting mid to late 2019, rather than in 2020 as is currently projected. Given the challenges that have been identified with this policy since its creation, waiting until 2020 will leave many issues unresolved.

The AMS appreciates student involvement in this process and hopes that the university will continue to report back on the progress of all seventeen identified issues. We hope the Board of Governors will continue to stay involved in the implementation of this important Policy, and appreciate the continued work of the Board of Governors and your consideration of this submission.

Sincerely,

Max Holmes
Vice President Academic and University Affairs
AMS Student Society of UBC Vancouver
vpacademic@ams.ubc.ca