

**Humber College & University of Guelph-Humber
Taskforce on Preventing and Responding to Sexual Violence
TERMS OF REFERENCE**

1.0 Background

Humber College & the University of Guelph Humber's Taskforce on Preventing and Responding to Sexual Violence will continue the work of the Sexual Assault and Sexual Violence Working Group established in 2014. In March 2019, the provincial government set out a mandate for all post-secondary institutions to create a taskforce devoted to addressing and preventing sexual violence on campus. The taskforce must include diverse student representatives, alongside faculty and staff, and be required to report its findings to both their respective board of governors as well as the Ministry of Training, Colleges and Universities. As such, the original working group from 2014 will evolve into the taskforce, as named above, to ensure government compliance and continue to grow existing policy, support, and awareness initiatives currently taking place on campus.

2.0 Mandate

The taskforce is responsible for providing thoughtful, objective and strategic leadership to the implementation of sexual violence prevention, awareness and education initiatives, including policy development and supports. A successful taskforce will see increased awareness and engagement that will result in improved results in the Student Voices Survey (Ministry of Training, Colleges and Universities, 2018) over the next three years, and a culture of consent that is broadly understood and embraced by the campus community.

3.0 Objectives

1. To provide a forum to discuss local and nation-wide trends, issues, and initiatives as they relate to sexual violence prevention on college campuses.
2. To ensure that the college is in compliance with the legislative requirements outlined by the Ministry of Training, Colleges and Universities and the Ontario Human Rights Code.
3. To work collaboratively to guide and increase campus awareness efforts, initiatives and interventions that address and prevent sexual violence.
4. To create guiding principles for campus sexual violence education and prevention initiatives.
5. To prepare and implement a male engagement strategy to prevent gender-based violence.
6. To advocate and ensure that sexual violence preventions, trainings and response efforts are prioritized and resourced accordingly.
7. To ensure the institution's standpoint and policy and procedures on sexual violence are known, relevant, reviewed and accessible.
8. To improve communications and information sharing on sexual violence prevention and procedures to all members of the college community, including community partners.
9. To recognize the institution's commitment to the Okanagan Charter and the focus on creating a health promoting campus.
10. To acknowledge the scope of the taskforce and refer concerns that could arise in meetings to the appropriate campus and community stakeholders, if necessary.

4.0 Guiding Principles and Practices

To provide a respectful and productive forum for discourse, the taskforce will be guided by the following principles and practices:

- We will strive to create a health promoting campus by creating a campus of consent, a culture of

compassion, well-being, equity and social justice.

- We will be student-focused in our discussions and decision-making.
- We will consider the impact of our decisions on employees and students.
- We will seek out information/knowledge in order to create quality work and monitor the evolving landscape of sexual violence both locally and nationally.
- We will be bold in considering what is possible and strive for innovative ways in which to complete our work.
- We will come prepared for meetings and complete our working team responsibilities.
- We will engage in respectful conflict and dialogue.
- We will respect the confidentiality of the process and the participants within it.
- We will ensure that this is a truly consultative and equitable process.
- We will produce documents and initiatives that members of the Humber/Guelph-Humber community can identify with and see themselves reflected in.
- We will recognize the constraints that may limit our work and acknowledge the political/social landscape within which we work.
- We will be fiscally responsible and fair when moving initiatives forward.
- We will communicate broadly through a variety of methods.
- We will create initiatives grounded in theory that we can monitor and assess

5.0 Roles & Responsibilities

The membership structure of the taskforce is designed to maximise community participation, and ensure productivity and shared responsibility for meeting the mandate and objectives for the taskforce.

The taskforce will consist of five working teams. Team Leads and/or representatives from the following areas will constitute the Core Working Group. This group will meet every three weeks to ensure the taskforce is meeting its mandate and will drive project completion:

- 1) Office of Student Conduct (Lead Facilitator & Team Lead)
- 2) Centre for Human Rights, Equity & Diversity (Team Lead)
- 3) Student Wellness & Accessibility Centre (Team Lead)
- 4) Coordinator, Sexual Violence Prevention and Education (Team Lead)
- 5) Department of Public Safety (Representative)

The Lead Facilitator will convene meetings of the Core Working Group and be responsible for setting the agenda, and ensure all correspondence and meeting information will be shared with the membership.

Working Team membership will be derived from the membership group and divided into the following focus areas:

1. **Policy & Process Development & Review** (Team Lead: Office of Student Conduct)
2. **Men Seeking Change:** A Male Engagement Initiative (Team Lead: Coordinator, Sexual Violence Prevention and Education)
3. **Student Supports** (Team Lead: Student Wellness & Accessibility Centre)
4. **Student Awareness & Prevention** (Team Lead: Coordinator, Sexual Violence Prevention and Education)
5. **Faculty/Staff Awareness & Prevention** (Team Lead: Centre for Human Rights, Equity & Diversity)

The working teams will meet regularly, at minimum once a month, to move projects and initiatives through to completion.

The Executive Sponsor of the Taskforce is the Dean of Students.

6.0 Membership

As a group, the membership meets twice a semester, alongside the Core Working Group and forms the working teams for the focus areas listed below. As a guide, the following will make up the membership.

- 4 Humber Students
- 2 University of Guelph-Humber Students
- 1 Representative from IGNITE
- 1 Representative from each institutionally recognized equity-seeking group on campus (BASE, LGBTQ+, ARC, AODA)
- 1 Representative from Human Resources
- 1 Representative from International Centre
- 1 Representative from Residence Services
- 1 Representative from the Centre for Teaching & Learning
- 1 Student Support & Intervention Coordinator
- 1 Faculty representative
- 1 Faculty admin
- 1 Staff representative at large from the University of Guelph-Humber
- 1 Staff representative at large from Humber College
- 2 Representatives from community agencies
- 1 Representative from the Faculty Union
- 1 Representative from the Support Staff Union

7.0 Communication

All correspondence and meeting information will be shared using individual Humber/Guelph-Humber email accounts (for staff and students) or individual community partner emails. The Office of Student Conduct will maintain an archive of all membership information, communications and reports. All Ministry related reports and report writing will be in collaboration with key campus stakeholders, including the Department of Public Safety, the Student Wellness & Equity division and Human Resources.

8.0 Related Policies/Procedures/By-laws

- 1. Sexual Assault/Violence Policy & Student/Employee Procedures
- 2. Code of Student Conduct
- 3. Human Rights Policy & Procedure
- 4. Gender Diversity Policy
- 5. Student Support & Intervention Procedure
- 6. Residence Code of Conduct
- 7. Ontario Women's Directorate
- 8. Workplace Violence Prevention Policy and Procedure
- 9. Occupational Health & Safety Policy
- 10. B132: Sexual Violence and Harassment Action Plan Act