

Summary of Draft Procedures

Discrimination and Harassment Policy Review

Unit Roles and Responsibilities

These procedures set out the roles and responsibilities of units that have primary accountabilities for implementing aspects of the University's Discrimination and Harassment Prevention and Response Policy.

Voluntary Process Procedures

These procedures describe and set out the process requesting and conducting a Voluntary Process in response to Discrimination or Harassment. Requesting a Voluntary Process will begin with a Consultation with Equity and Human Rights to learn about process and support options. Since a Voluntary Process must be agreed to by all parties and can involve a variety of process options, these procedures include information about how a process will be designed as well as examples of what it might involve (e.g., mediation, conflict coaching, requests to participate in training or to avoid contact, etc.).

Procedures for Filing a Report

These procedures describe and set out the process for filing a Report of Direct Discrimination, Personal Harassment and/or Harassment Based on a Protected Characteristic. Filing a Report with the intention of initiating an investigation will begin with a Consultation with EQHR to learn about process and support options. These procedures also include information about Interim Measures that may be requested or put in place to mitigate risks to health and safety of those involved in a process under this Policy.

Investigation Procedures

These procedures describe the process that the University will follow to investigate Reports under the Discrimination and Harassment Prevention and Response Policy. These procedures outline the grounds on which a decision of whether or not a Report will be investigated (e.g., jurisdiction, sufficient information, etc.). They include what participants in an investigation can expect in terms of fairness, rights to support and representation, choice to participate as well as information about the process and how information will be shared. These procedures also include details about the training and skills required of the external investigators who conduct investigations under this policy.

Procedures for Responding to Reports of Systemic Discrimination

These procedures describe and set out the process for responding to Systemic Discrimination. They outline the University's approach to and mechanisms for addressing Systemic Discrimination which include recommendations by EQHR based on observed trends and advancement of Reports to a committee for review.

Statement on Confidentiality and Privacy

This statement on Confidentiality and Privacy lays out how confidentiality and privacy will be upheld in compliance with British Columbia's Freedom of Information and Protection of Privacy Act (FIPPA). FIPPA regulates the collection, use, disclosure, storage and retention of personal information which limits how information collected under this policy (e.g., disclosures, reports, investigation findings and process outcomes) can be shared by the University.

Education and Awareness

This statement on Education and Awareness provides more details that expand on the University's commitments to preventing and responding to Discrimination and Harassment through education.

If you'd like to access the full draft procedures, please email policyreview@uvic.ca