

**DATE:** 16 September 2015  
**TO:** Executive of Council  
**FROM:** Annette Revet, University Secretary  
**RE:** Meeting of 23 September 2015

A meeting of Executive of Council is scheduled for Wednesday 23 September 2:30 - 4:30 p.m. in the AH 527. As per Section 4.6.2 of the Council Rules and Regulations Executive of Council meetings shall be closed except to persons invited to attend and all members of Council who choose to attend as guests.

**AGENDA**

1. **Approval of the Agenda**
2. **Approval of the Minutes of Meeting 24 June** - *circulated with the Agenda*
3. **Remarks from the Chair**
4. **Report of the University Secretary**
5. **Reports from Committees of Council**
  - 5.1 Council Committee on Undergraduate Admissions and Studies, Appendix 1
  - 5.2 Council Committee on the Faculty of Graduate Studies and Research, Appendix 2
  - 5.3 Council Committee on Undergraduate Awards – *confidential item circulated at the meeting – please return all copies*
  - 5.4 Joint Committee of Senate and Council on Ceremonies, Appendix 3 – *confidential item circulated at the meeting – please return all copies*
6. **Graduand Lists**
  - 6.1 Graduand Lists for Approval - Omnibus Motion – *circulated at the meeting - please return all copies*
    - 6.1.1 Faculty of Arts
    - 6.1.2 Faculty of Business Administration
    - 6.1.3 Faculty of Education
    - 6.1.4 Faculty of Fine Arts
    - 6.1.5 Faculty of Graduate Studies and Research
    - 6.1.6 Faculty of Kinesiology and Health Studies
    - 6.1.7 Faculty of Nursing
    - 6.1.8 Faculty of Science
    - 6.1.9 Faculty of Social Work
    - 6.1.10 Centre for Continuing Education
7. **Business Arising from the Minutes**
8. **Reports from Faculties and Other Academic Units**
  - 8.1 Arts
  - 8.2 Business Administration
  - 8.3 Education
  - 8.4 Engineering and Applied Science
  - 8.5 Fine Arts
  - 8.6 Graduate Studies and Research
  - 8.7 Kinesiology and Health Studies
  - 8.8 Nursing
  - 8.9 Science
  - 8.10 Social Work
  - 8.11 Centre for Continuing Education
  - 8.12 La Cité universitaire francophone

- 8.13 Library
- 8.14 Federated Colleges
  - 8.14.1 Campion College
  - 8.14.2 First Nations University of Canada
  - 8.14.3 Luther College

**9. Other Business**

- 9.1 Sexual Assault Policy, Appendix 4
- 9.2 English Proficiency Placement Exam
- 9.3 Synchronizing the Semester Start Dates with those of the University of Saskatchewan
- 9.4 Research Infrastructure Support – Appendix 5
- 9.5 Student Health Services

**10. Adjournment**

REPORT TO  
EXECUTIVE OF COUNCIL MEETING  
SEPTEMBER 23, 2015  
FROM THE COUNCIL COMMITTEE ON  
UNDERGRADUATE ADMISSIONS AND STUDIES

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1. ITEM FOR APPROVAL

The Council Committee on Undergraduate Admissions and Studies met on September 9, 2015, and recommends the following for approval:

**1.1 Council Committee on Undergraduate Admissions and Studies - Membership**

Motion: To recommend that Executive of Council amends the Terms of Reference of the Council Committee on Undergraduate Admissions and Studies which would include the Director of La Cité universitaire francophone (or designate) as a full member.
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(end of Motion 1)

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**Rationale:**

In July 2015, the Board of Governors, on the recommendation of Senate approved the creation of a new academic unit, La Cité universitaire francophone. This new academic unit requires representation on the Council Committee on Undergraduate Admissions and Studies (CCUAS) in order to recommend proposals for new and revised academic programs, as well as be aware and contribute to discussions about academic policies and policies and standards for undergraduate admission.

It is recommended that the Director of La Cité universitaire francophone (or designate) be added to the CCUAS terms of reference, effective immediately.

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End of Report

Prepared by:  
James  
D'Arcy  
Registrar

On behalf of:  
Liz Domm,  
Chair

September 11, 2015

**COUNCIL COMMITTEE ON THE FACULTY OF GRADUATE STUDIES AND RESEARCH  
REPORT TO EXECUTIVE OF COUNCIL, September 23, 2015**

**From September 9, 2015 Council Committee**

**on the Faculty of Graduate Studies and Research**

**APPROVAL ITEMS FOR EXECUTIVE OF COUNCIL**

The Council Committee on the Faculty of Graduate Studies and Research approved and presents to Executive of Council the following motions for approval:

**1. FACULTY OF ENGINEERING and APPLIED SCIENCE**

**MOTION 1: Program Change**

To remove ENGG 900 – Engineering Graduate Seminar as a requirement for all MEng programs that require ENGG 701 – Engineering Practice and Experience in Canada, ENGG 702 – Engineering Practice and Continuing Learning in the Workplace, and ENGG 703 – Engineering Practice, Professional Development, Communication and Ethical Challenges effective Fall 2015.

(end of Motion 1)

**Rationale:**

This requirement is adequately covered in MEng programs through ENGG 701, ENGG 702 and ENGG 703. The change will allow for a greater research focus of ENGG 900 for students in PhD and MASc programs.

**2. FACULTY OF SOCIAL WORK****MOTION 2: Program Change MSW Thesis**

That the following changes be approved for the Master of Social Work (Thesis route) effective Winter 2016.

(end of Motion 2)

**Current MSW Thesis Option**

SW 880 – Quantitative Methods in Social Work Research	3
SW 881 – Qualitative and Applied Research Methods	3
<b>Three Elective Courses</b>	
<b>One Policy Elective</b>	
SW 810, 811, 812, 816, 820, 821, 831, 835, 851, 890	
<b>Practice Electives</b>	
Micro – SW 803, 820, 835, 840, 876, 890	
Mezzo – SW 803, 820, 840, 873, 876, 890	
Macro – SW 812, 820, 840, 851, 872, 890	
<b>Elective 8XX</b>	
SW 885 Thesis Proposal	3
SW 901 Thesis	12
<b>Total</b>	<b>30</b>

**Proposed MSW Thesis Option**

SW 880 - Quantitative Methods in Social Work Research	3
SW 881 - Qualitative and Applied Research Methods	3
<b>Three Elective Courses</b>	
SW 803, 810, 811, 812, 816, 820, 821, 831, 835, 840AA-ZZ, 849, 851, 872, 873, 876, 890AA-ZZ	9
SW 885 Thesis Proposal	3
SW 901 Thesis	12
<b>Total</b>	<b>30</b>

**Rationale:**

This motion eliminates the distinction between policy and practice courses as these are now elements of all MSW courses.

**MOTION 3: Program Change MSW Research**

That the following changes be approved for the Master of Social Work (Research Practicum route) effective Winter 2016.

(end of Motion 3)

**Current MSW Research Practicum**

SW 880 - Quantitative Methods in Social Work Research	3
SW 881 - Qualitative and Applied Research Methods	3
<b>Four Electives</b>	
<b>One Social Policy Course</b>	
SW 810, 811, 812, 816, 820, 821, 831, 835, 851, 890	
<b>One Social Work Practice Course</b>	
Micro – SW 80, 820, 835, 840, 876, 890	
Mezzo – SW 803, 820, 840, 873, 876, 890	
Macro – SW 812, 820, 840, 851, 872, 890	
<b>Two Social Work Electives 8XX</b>	
SW 910 – Research Practicum	12
SW 930 – MSW Report Course	0
<b>Total</b>	<b>30</b>

**Proposed MSW Research Practicum**

SW 880 - Quantitative Methods in Social Work Research	3
SW 881 - Qualitative and Applied Research Methods	3
<b>Four Electives</b>	
SW 803, 810, 811, 812, 816, 820, 821, 831, 835, 840, 849, 851, 872, 873, 876, 890	12
SW 920 – Field Practicum	12
<b>Total</b>	<b>30</b>

**Rationale:**

This motion eliminates the distinction between policy and practice courses as these are now elements of all MSW courses.

**MOTION 4: Program Change Field Practicum**

That the following changes be approved for the Master of Social Work (Field Practicum route) effective Winter 2016.

(end of Motion 4)

**Current MSW Field Practicum**

SW 880 - Quantitative Methods in Social Work Research	3
SW 881 - Qualitative and Applied Research Methods	3
<b>Four Electives</b>	
<b>One Social Policy Course</b>	
SW 810, 811, 812, 816, 820, 821, 831, 835, 850, 890	
<b>Two Practice Courses</b>	
Micro – SW 803, 820, 835, 840, 876, 890	
Mezzo – SW 803, 820, 840, 873, 876, 890	
Macro – SW 812, 820, 840, 851, 872, 890	
<b>Elective 8XX</b>	
SW 920 – Field Practicum	12
SW 930 - MSW Report Course	0
<b>Total</b>	<b>30</b>

**Proposed MSW Field Practicum**

SW 880 - Quantitative Methods in Social Work Research	3
SW 881 - Qualitative and Applied Research Methods	3
<b>Four Electives</b>	
SW 803, 810, 811, 812, 816, 820, 821, 831, 835, 840, 849, 851, 872, 873, 876, 890	12
SW 920 – Field Practicum	12
<b>Total</b>	<b>30</b>

**Rationale:**

This motion eliminates the distinction between policy and practice courses as these are now elements of all MSW courses.

**Course Titles**

SW 803 – End of Life Issues  
SW 810 – Social Policy Analysis  
SW 811 - Family and Child Policies and Programs  
SW 812 – Theory and Practice in Human Service Organizations  
SW 816 – Aging, Society and Human Service  
SW 820 – Feminist Theory and Analysis  
SW 821 – Selected Topics in Social Policy  
SW 831 – Work, Welfare and Social Justice  
SW 835 – Current Aboriginal Issues in Social Work Practice  
SW 840 – Selected Topics in Direct Social Work Practice  
SW 851 – Social Justice, Human Rights and Social Work  
SW 876 – Perspectives and Models of Social Work for Direct Practice  
SW 872 – Community Organizing and Social Work Practice  
SW 880 – Quantitative Methods in Social Work Research  
SW 881 – Qualitative and Applied Research Methods  
SW 885 – Thesis Proposal  
SW 890 – Directed Readings  
SW 901 – Thesis  
SW 910 – Research Practicum  
SW 920 – Field Practicum  
SW 930 – MSW Report Course

**MOTION 5: Change of Admission Requirements**

That applicants to the Master of Social Work program are to have the equivalent of at least two years employment in a social work position following their BSW degree effective Winter 2016. Human service employment gained prior to and during the BSW degree may be considered as part of the two year employment requirement.

(end of Motion 5)

**Rationale:**

Currently, many who perform human service work are not required to hold a BSW. However, their employment in the area of human services is relevant to their graduate educational studies and is a worthwhile indicator of their expertise in social work.



## ITEMS FOR DISCUSSION

### 1. **Academic Regulation and Required to Discontinue Status**

Students in professional programs (such as Social Work, Nursing, Psychology) are being prepared to work in professions that have well-established codes of ethics. Many times, such professions rely on universities to assess students' professional suitability. Violations of a code of ethics do not fall within the university's current regulations for academic or non-academic misconduct. For instance, if a student on a practicum frequently misses appointments with vulnerable patients, there could be a case for lack of professional suitability. However, other professions may not consider missing appointments as a reason to withdraw somebody's professional license or registration. UofR needs to develop processes to determine if there is a lack of professional suitability, what the appropriate penalty is, if a remediation plan should be developed, and, in severe cases, if a student should be required to withdraw from the program. Furthermore, appeals procedures have to be developed.

## INFORMATION ITEMS FOR EXECUTIVE OF COUNCIL

The Council Committee on the Faculty of Graduate Studies and Research presents to the Executive of Council for information.

### 2. NEW COURSES

#### **ENSE 817 – Applied Artificial Intelligence**

Concepts treated include object recognition, computer vision, and robotics. Applications of these concepts to engineering problems will be presented. A project, applying artificial intelligence concepts, will be performed by the student.

#### **ENIN 834 – Introduction to Intelligent Systems**

Fuzzy Sets, Fuzzy Rules and Fuzzy Reasoning, Fuzzy Inference Systems, Adaptive Artificial Neural Networks, Supervised Learning Neural Networks, Adaptive Neuro-Fuzzy Inference Systems, Coactive Neuro-Fuzzy Modeling.

#### **ENPC 870 – Advance Topics in CO<sub>2</sub> Caputer & Separation Using Reactive Solvents**

The class will cover the fundamental issues as well as the advanced topics in carbon capture and separation using reactive solvents. Recent progress and new developments of the subject will be described and its industrial applications will be discussed.

### 3. ARCHIVED COURSES

ECON 831 – Applied Macroeconomics

**REPORT TO EXECUTIVE OF COUNCIL**  
**September 23, 2015**  
**FROM THE JOINT COMMITTEE OF SENATE AND COUNCIL ON CEREMONIES**

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1. ITEMS FOR APPROVAL

1.1 Honorary Degree Candidate for Addition to the Approved Roster

(**CONFIDENTIAL** – *to be distributed at the meeting*)

**MOTION 1:** That the honorary degree candidate for addition to the Approved Roster, *appended to the University's official file*, be approved.

**NOTE:** Please return the copy of the **CONFIDENTIAL** report at the end of the meeting.

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**Rationale:**

*Categories for Nomination:*

The Ceremonies Committee took the following considerations into account when selecting candidates for nomination to the Honorary Degree approved roster:

1. A Saskatchewan or prairie figure, well known and respected regionally for distinguished work which has earned him/her a reputation in public service.
2. A distinguished person from a professional field or the creative arts field who is recognized as having achieved a reputation for excellence.
3. A scientist, humanitarian, public servant or public figure who is recognized nationally or internationally for distinguished work and reputation.
4. A visionary leader whose presence at Convocation would be inspiring to the graduating class.
5. On occasion, special efforts may be made to mark the time or circumstance by placing special emphasis on some particular field of endeavour.

*Exclusion list:*

The following persons are not eligible for consideration for an honorary degree:

- Current members of the Board of Governors or Senate (excluding Chancellors Emeriti);
- Current or recent members of the faculty or staff of the University;
- Current students; and,
- Holders of elected office at any level (such as municipal, provincial, or federal).

2. ITEMS FOR DISCUSSION/APPROVAL

2.1 Invocation

At the Senate and Executive of Council meetings in June 2015 a recommendation was presented to remove the Invocation from the Convocation ceremony. The recommendation was made following the decision by the Supreme Court of Canada on April 15, 2015, where it was unanimously ruled that a Québec town could no longer open its civic meetings with a prayer. The

ruling of Canada's highest court has prompted some at the University of Regina to ask whether the Invocation should continue as part of the University's Convocation ceremony.

Recall that an invocation is defined as "a form of prayer invoking God's presence, especially one said at the beginning of a religious service or public ceremony." It has been a long-standing part of the University's Convocation ceremony, and reflects the University's Regina College roots as an institution founded by a Christian denomination, the Methodists.

The recommendation regarding the Invocation was postponed at the June Senate meeting as Senate asked the Joint Committee on Ceremonies to return with a list of options for Senate's consideration regarding the Invocation. Given the decision was postponed at Senate, a formal vote was not taken at Executive of Council and instead, a discussion was held on the subject of removing the Invocation from future Convocation ceremonies.

Executive of Council members, as were Senators, were invited to send suggestions and comments to the Joint Committee on Ceremonies through the University Secretary. The Joint Committee on Ceremonies reviewed the submissions from Senators and Council members and after deliberating on the input and suggestions made, offer four options for discussion/decision to be considered by Executive of Council and Senate regarding the Invocation:

1. To maintain the Invocation as it stands;
2. To remove the Invocation;
3. To create a standard Invocation that is inclusive; or,
4. To have a moment of silent gratitude/prayer to mark the occasion.

These are presented to Executive of Council for discussion and if there is agreement on a preferred option, a formal recommendation be made from Executive of Council to Senate for its consideration.

September 11, 2015

**REPORT TO EXECUTIVE OF COUNCIL**  
**SEPT 23, 2015**  
**FROM THE ASSOCIATE VICE-PRESIDENT (ACADEMIC AND RESEARCH)**

**Item for Information**

**Subject:** Sexual Assault-and-Violence policy

**Background and Description:**

In late 2014, the University received a letter from the then-Minister of Advanced Education expressing government's expectation that the University prepare and implement a policy to support education, awareness, and prevention of sexual assaults and gendered violence. This letter supported the University's action already under way to draft a policy as a result of incidents that had occurred in post-secondary institutions both in Canada and elsewhere. Across Canada, universities and colleges are creating and implementing policies to address sexual assault-and-violence as a best practice for reducing and better managing risks associated with sexual violence on campuses and involving campus community members. Recognizing that virtually any part of the campus community could be affected by sexual assault, a working group was formed including representation from the Provost's Office; Student Affairs; Harassment Discrimination Prevention & Conflict Resolution Services (HDPCRS); UR Women's Centre; and URSU.

Starting with the template developed by Colleges Ontario, the working group prepared a draft document. The draft was reviewed by, and feedback was received from, numerous groups including Residence staff and student residence advisors from both the UofR and Luther; the Council Discipline Committee; the Occupational Health & Safety Committee; Deans' Council; the Associate Deans (Academic); UR International; Campus Security; URSU; and individual faculty members. The draft policy has also been shared with URFA. Given that it deals with matters that have potential legal ramifications, the policy was also reviewed by legal counsel.

The policy is a first step in a three-pronged approach to limiting or mitigating risks to the person and to the University. The policy (prong 1) requires a strong education and awareness campaign to support prevention (prong 2) and University and community resources to support survivors of sexual assault-and-violence post-incident (prong 3).

September 11, 2015

## Sexual Assault-and-Violence

Number:	GOV-0XX-00X
Audience:	All members of the University community
Issued:	
Last revised:	
Owner:	Provost and Vice-President (Academic) and Vice-President (Administration)
Approved by:	Board of Governors
Contact:	Associate Vice-President (Student Affairs) – 306-585-4743 Director (Security and Operations) – 306-585-4655

### Introduction

This document sets out the University's policy on and response protocol for allegations of sexual assault-and-violence. This policy ensures that those who report sexual assault-and-violence are given the opportunity to be heard and to have their rights and medical needs respected. The procedures associated with this policy (including the University's processes for investigating allegations of sexual assault-and-violence) are provided in the accompanying Procedures document. The Procedures are intended to protect the rights of survivors and hold accountable those who have committed an act of sexual assault-and-violence.

All members of the University of Regina community have the right to work, teach and study in an environment that is free from any form of sexual assault-and-violence. The University also recognizes that all persons have an inherent right to exercise control over their own bodies, and to engage only in sexual activity in which they consent to engage.

Sexual assault-and-violence is a criminal offence. It violates the integrity and dignity of a person and it can have serious negative impacts on physical, mental, emotional and spiritual wellbeing. The University does not tolerate behaviour which contributes to a hostile, inequitable and/or unsafe living, learning or working environment. The University expects all members of the University community to abide by all laws, including those related to sexual assault-and-violence.

This policy applies to all members of the University of Regina community:

- (a) whether the sexual assault-and-violence is alleged to have occurred on or off University property or at a University event; AND
- (b) where either the respondent or both the complainant and respondent are any of the following:
  - students,

- staff,
- faculty,
- volunteers,
- administrators,
- members of the Board of Governors or the Senate
- University visitors,
- University contractors, and
- Employees of organizations representing University employees when on University property, while acting in a capacity defined by their relationship to the University.

Sexual harassment is addressed in the [Respectful University](#) Policy.

An investigation under this policy and the Procedures will neither replace nor impede a criminal investigation of sexual assault-and-violence. All persons have the right to pursue legal avenues whether or not they choose to proceed under this policy. All persons also have the right to forego criminal and University reporting avenues, opting to choose confidential disclosure to a counselor for ongoing support. Criminal processes and findings in respect of the alleged sexual assault-and-violence do not limit or prohibit the ability of the University to act under this policy and its associated Procedures, as well as other policies and procedures of the non-academic discipline system.

## Definitions

- **Sexual assault-and-violence** - Sexual assault-and-violence is any type of unwanted sexual act done by one person to another that violates the sexual integrity of the victim and involves a range of behaviours including kissing, fondling, touching, oral or anal sex, vaginal intercourse or other forms of penetration that is imposed by one person onto another without consent. Sexual assault-and-violence is characterized by a broad range of behaviours that involve the use of force, threats, or control towards a person, which make that person feel uncomfortable, distressed, frightened, threatened, or which is carried out in circumstances in which the person has not freely agreed, consented to, or is incapable of consenting to. Sexual assault is a criminal offence under the *Criminal Code*.
- **Consent** - Consent is as defined in the *Criminal Code*:

"The voluntary agreement to engage in the sexual activity in question. No consent is obtained, where:

- a) the agreement is expressed by the words or conduct of a person other than the complainant;
- b) the complainant is incapable of consenting to the activity;
- c) the accused induces the complainant to engage in the activity by abusing a position of trust, power or authority;
- d) the complainant expresses, by words or conduct, a lack of agreement to engage in the activity; or
- e) the complainant, having consented to engage in sexual activity, expresses, by words or conduct, a lack of agreement to continue to engage in the activity."

The [Canadian Criminal Code](#) age of consent is 16 years old. Any child under 12 is never able to give consent.

To clarify, the *Criminal Code* definition set out above, with respect to consent:

- Silence or non-communication must never be interpreted as consent and a person in a state of diminished judgment cannot consent.
  - A person is incapable of giving consent if they are asleep, unconscious or otherwise unable to communicate.
  - A person who has been threatened or coerced (i.e. is not agreeing voluntarily) into engaging in the sexual activity is not consenting to it.
  - A person who is drugged is unable to consent.
  - A person is unable to give consent when they are impaired and under the influence of alcohol and/or drugs. Similarly, impaired judgment that leads an assailant to *think* or *believe* there was consent is not excuse for a sexual assault-and-violence.
  - A person may be unable to give consent if they have a mental disability.
  - The fact that consent was given in the past to a sexual or dating relationship does not mean that consent is deemed to exist for all future sexual activity.
  - A person can withdraw consent at any time during the course of a sexual encounter.
- **Survivor** - A survivor is anyone who has experienced sexual assault-and-violence. Individuals might be more familiar with the term "victim". The term survivor is used in this policy to connote a more empowered and active role for the person who has experienced a sexual assault-and-violence, in the process of dealing with the aftermath of it.

## Policy

The University should be a safe and positive space where members of the University community feel able to work, teach, live, learn and express themselves in an environment free from all forms of sexual assault-and-violence. In furtherance of this objective the University will provide primary prevention activities focused on education and communication, as well as secondary prevention in the form of early response.

All reported incidents of sexual assault-and-violence will be investigated to the best of the administration's ability and in a manner that ensures due process and natural justice. The University strives to create an environment in which reporting sexual assault-and-violence is as safe and as comfortable as possible. While reporting a sexual assault-and-violence may be difficult for an individual, the University aims to foster an environment in which no one feels uncomfortable about making a report in good faith about a sexual assault-and-violence that they have experienced or witnessed.

The University recognizes that sexual assault-and-violence can occur between individuals regardless of sexual orientation, gender, and gender identity or relationship status. It is also recognized that individuals who have experienced sexual assault-and-violence may experience emotional, physical, academic or other difficulties.

**The University is committed to:**



1. treating individuals who disclose a sexual assault-and-violence with compassion, recognizing that there is no right way to survive sexual violence and that this means that, more than anything, survivors need to be supported and might require different services, resources, and supports at different stages of their recovery process;
2. assisting those who have experienced sexual assault-and-violence by providing information and support, including provision of and/or referral to counselling and medical care, and appropriate academic and other accommodation;
3. ensuring that those who disclose that they have been sexually assaulted are heard, and that their rights are respected throughout the process of disclosure, investigation and institutional response;
4. ensuring that survivors of sexual assault-and-violence can choose to participate in the continuum of recovery, investigation, and disciplinary processes with the accused at any level at which they feel comfortable (this could mean with the accused present or not);
5. ensuring that on-campus (internal) investigation Procedures are available for those survivors who choose not to make a report to the police;
6. engaging in appropriate procedures for investigation and adjudication of an alleged sexual assault-and-violence which are in accordance with University policies and standards, and that ensure fairness, due process and natural justice;
7. coordination and communication across University departments and a support team responsible for responding to sexual assault-and-violence on campus;
8. engaging in public education and prevention activities including providing appropriate education and training to the University community about responding to the disclosure of sexual assault-and-violence;
9. providing information to the University community about sexual assault-and-violence on campus through the coordinated collection of data and, from time to time, making announcements that explain that an incident has occurred and that emphasize safety;
10. contributing to the creation of a campus atmosphere in which sexual assault-and-violence is not tolerated; and,
11. monitoring and updating policies and protocols.

The University also has an obligation to the University community to protect it from harm. As such, the University reserves the right to initiate an internal investigation and/or inform the police of the need for a criminal investigation, even without the consent of the survivor, if the University believes that the safety of the University community is at risk.

## Roles and Responsibilities

**Campus Security** will serve as the office of record for maintaining confidential reports of sexual assault-and-violence and, in partnership with **Health, Safety and Environment**, will track, report on and institute prevention measures, as appropriate.

- Reports will not include personal identification information, other than as required or permitted under this policy or [The Local Authority Freedom of Information and Protection of Privacy Act](#).
- Reports will include information about time and location of an incident of sexual assault-and-violence, as well as any other pertinent information as expressly permitted by the complainant.
- All records will be stored confidentially and be used only for tracking and reporting incidents, and for improving prevention and protection measures within the University community and a support team responsible for responding to sexual assault-and-violence on campus.

Campus Security will further provide education supports to the University community in terms of online presence and sexual assault-and-violence reporting processes, training for staff and faculty in sexual assault-and-violence prevention and response, and coordination of training resources. The **Regina Police Liaison Officer** may be involved in reports of sexual assault at the request of a survivor.

**Harassment, Discrimination Prevention & Conflict Resolution Services** and **Student Affairs** will serve as support to survivors for both counseling and formal/informal investigations of sexual assault-and-violence. Student Affairs is further responsible for coordinating prevention and awareness education through general student and residence orientation.

**URSU** and its **UR Women's Centre** and **UR Pride Centre** will provide informal counseling and peer support.

The **Student Success Centre** and **Centre for Student Accessibility** will provide academic support for students who have been affected by sexual assault-and-violence, helping students to navigate academic accommodations and supplemental needs.

**Residence Services** will provide education and awareness training so that all residence advisors, life coordinators and staff are aware of sexual assault-and-violence prevention opportunities and how to appropriately respond to incidents of sexual assault-and-violence that involve residents of and visitors to the University residences.

**The University community** will have the opportunity to access training and educational supports in order to better understand how to respond to reports of sexual assault-and-violence made to them and/or that they witness. Members of the University community will be provided with resources to guide their responses in the event of someone making a report to them or in the event that they are sexually assaulted, and to support a culture of sexual assault-and-violence prevention.

## Consequences for Noncompliance

Investigations will lead to a decision and consequences will follow in those instances where a sexual assault-and-violence is deemed to have occurred. A member of the University community who is found to have committed or participated in a sexual assault-and-violence will be subject to the University's administrative processes and discipline systems. Disciplinary action up to and including termination of the member's position with the University or, in the case of a student, a penalty (up to and including expulsion and a ban from the University) as determined under the [Regulations Governing Discipline for Academic and Non-Academic Misconduct](#) (Section 5.13 of the Undergraduate Calendar) may be taken.

This Policy and the Procedures are complementary to, and not substitutes for, the civil and criminal legal systems, [The Saskatchewan Employment Act](#) and the [Saskatchewan Human Rights Code](#).

## Processes

### Sexual Assault-and-Violence Awareness and Education

Education of students, staff, and faculty through a variety of venues, learning opportunities, and training resources is essential for enhancing a culture of safety and preventing sexual assault-and-violence. Prevention activities such as a bystander intervention program, working with our communities on education about masculinities, gendered violence and vulnerable populations, and delivering broad-based and targeted education and awareness campaigns (including orientation activities and regular articles in "Student Health 101" and/or similar online resources) are essential for building a respectful working, learning, living environment.

The University will develop and implement appropriate activities related to education and awareness, training resources, physical space design and coordination, and a culture of safety.

Training resources for anyone who attends campus (e.g., visitors, contractors) regardless of their affiliation to the University will also be made available and easily accessible online.

### Reporting and Responding to Sexual Assault-and-Violence

Members of the University community should immediately (or at a time when they feel comfortable and safe to do so) report incidents of sexual assault-and-violence to a trusted University employee or to Campus Security when they are subject to, witness or have knowledge of a sexual assault-and-violence, or have reason to believe that sexual assault-and-violence has occurred or may occur.

### Reporting Process and Investigations

A report of sexual assault-and-violence can be made under this policy by any member of the University community and relevant third parties (e.g., contractors and visitors). Reports can be filed with Campus Security (and/or the Regina Police Liaison Officer), Counselling Services, or Human Resources.

The University will seek to achieve procedural fairness in dealing with all reports or allegations of sexual assault-and-violence. It is intended that accused individuals be given reasonable notice, with full detail of the allegations, and are provided with an opportunity to answer the allegations made against them.

At least one staff person in Campus Security will serve to coordinate responses of reports of sexual assault-and-violence making use of a team of experts and a collaborative protocol to best meet the needs of survivors during their recovery process. The lead staff or unit of a support team will be determined on a case-by-case basis, as required for the survivor's recovery process. Such team may include University counselors from Harassment, Discrimination Prevention and Conflict Resolutions Services, the Regina Police Service Liaison officer, members of Campus Security, and other experts as required. This same staff

person will lead training and resource development opportunities for the University community.

### **Interim Measures**

Depending on the circumstances, interim measures may be taken while an allegation of sexual assault-and-violence is being investigated, including “no contact” undertakings with the alleged assailant, on or off-campus safety planning, class scheduling and other academic accommodations, and/or workplace accommodations.

The University may impose or facilitate interim measures to restrict access to some University facilities by the alleged assailant where the University determines there may be a safety risk. If either the complainant or the respondent assailant is a student living in residence, the University may take immediate steps to protect the survivor and potential witnesses, the University community, or any of its members. For instance, the University may deem it necessary to provide the complainant and/or the respondent with alternative housing assignments during an investigation.

If either the complainant or respondent is an employee of the University, Human Resources may impose or facilitate interim measures such as moving the respondent to a different department or placing the respondent on an administrative leave of absence pending resolution of the complaint. For academic staff, a Dean or delegate may need to impose appropriate interim measures in consultation with Human Resources. Further, support from URFA/CUPE and the Employee Assistance Plans are available.

### **Right to Withdraw a Reported Incident**

At any time in the process, someone making a report has the right to withdraw from that process without consequences to their University status and activities. However, the University may continue to act on the issue identified in the report in order to comply with its obligation under this policy and/or its legal obligations. In the event that the University is required by law to report the allegation of sexual assault-and-violence to legal authorities (such as Social Services or the police), the person submitting the report will be advised of this requirement.

### **Protection from Reprisals, Retaliation or Threats**

It is contrary to this policy for anyone to retaliate, engage in reprisals or threaten to retaliate against a person filing a report or other individual for:

- having pursued rights under this policy, the *Criminal Code*, or any other law;
- having participated or co-operated in an investigation under this policy, the *Criminal Code* or any other law; or
- having been associated with someone who has pursued rights under this policy, the *Criminal Code*, or any other law.

Anyone engaged in such conduct may be subject to sanctions and/or discipline.

### **False Statements and Accusations**

Any person who knowingly makes a false statement or accusation in connection with an investigation under this policy will be in violation of this policy and is subject to disciplinary action. False statements include statements that omit a material fact, as well as statements that the speaker/writer knows to be untrue. False accusations include accusations that are not based on material fact or honesty.

## Confidentiality

Confidentiality is particularly important to those who have disclosed a sexual assault-and-violence. The University does its best to respect the confidentiality of all persons, including the person submitting the report or making an allegation, the respondent and witnesses.

However, confidentiality cannot be assured in the following circumstances:

- an individual is at imminent risk of self-harm;
- an individual is at imminent risk of harming another;
- there are reasonable grounds to believe that others in the University or in the wider community may be at risk of harm; and/or
- subject to Section 12 of [The Child and Family Services Act](#), which states that "every person who has reasonable grounds to believe that a child is in need of protection shall report the information to an officer or peace officer".

In such circumstances, information will be shared only with such persons whose intervention is necessary to prevent harm. The names of those involved will not be released to the public.

Where the University becomes aware of an allegation of sexual assault-and-violence by a member of the University community against another member of the University community, University administrators, including Campus Security, will be informed about the reported incident on a "need to know" and confidential basis.

## Related Information

- GOV-100-015 [Respectful University](#) Policy
- Student and Instructor Code of Conduct ([Section 5.1](#) and 5.2 of the Undergraduate Calendar)
- [Regulations Governing Discipline for Academic and Non-Academic Misconduct](#) (Section 5.13 of the Undergraduate Calendar)
- GOV-022-005 [Code of Conduct](#)
- GOV-022-020 [Safe Disclosure](#) Policy
- Local Authority [Freedom of Information and Protection of Privacy](#)
- [Saskatchewan Human Rights Code](#)
- [The Saskatchewan Employment Act](#)
- GOV-100-005 [Health and Safety Policy](#)

## Resources

- **Counselling Services:** The Counselling Services office is located in RC 251, telephone: 306-585-4491, webpage: <http://www.uregina.ca/student/counselling/index.html>
- **Campus Security:** The Campus Security Office is located in RI 120, telephone: 306-585-4999, email: [Campus.security@uregina.ca](mailto:Campus.security@uregina.ca), twitter: @UofRSecurity, Facebook: <https://www.facebook.com/pages/University-of-Regina-Campus-Security/215643171782471>.

- **Harassment, Discrimination Prevention & Conflict Resolution Services (HDPCRS):** The HDPCRS office is located in RC 251.14, telephone: 306-585-5400, email: [respect@uregina.ca](mailto:respect@uregina.ca).
- **UR Women's Centre**The Women's Centre is located in RC 226, telephone: 306-584-1255, email: [wc@ursu.ca](mailto:wc@ursu.ca).
- **UR PRIDE Centre:** Visit [www.urpride.ca](http://www.urpride.ca) for additional information.
- **Regina Police Service Liaison Officer:** email: [RPS.Member@uregina.ca](mailto:RPS.Member@uregina.ca).
- **Aboriginal Student Centre:** The ASC office is located in RI 108, telephone: 306-337-3153, email: [ASCentre@uregina.ca](mailto:ASCentre@uregina.ca), webpage: <http://www.uregina.ca/student/asc/mission.html>.
- **Chaplaincy Offices:** Campion College and Luther College provide access to ministry or chaplain supports.
  - **Campion College:** <http://campioncollege.ca/campus-life/campus-ministry>.
  - **Luther College:** The Pastoral office is located in LC 107, <https://luthercollege.edu/university/student-life/chaplaincy>
- **First Nations University Elders and Counselling:** Regina telephone: 306-790-5950 ext. 3129; Saskatoon telephone: 306-931-1800 ext. 5475; Prince Albert telephone: 306-765-3333 ext. 7139, webpage: <http://fnuniv.ca/elders>.
- **Student Success Office:** The Student Success Office is located in RC 230, telephone: 306-585-4076 (or toll free: 1-877-666-0822), email: [student.success@uregina.ca](mailto:student.success@uregina.ca), webpage: <http://www.uregina.ca/student/ssc/>;
- **UR International:** URI is located in CW 109, telephone: 306-337-2477 (or toll free 1-855-874-1700), email: [international.studentservices@uregina.ca](mailto:international.studentservices@uregina.ca), webpage: <http://www.uregina.ca/international/>.
- **Residence Services:** Located in SR 110, telephone: 306-585-5450 (or toll free: 1-866-354-3394); email: [residences@uregina.ca](mailto:residences@uregina.ca), webpage: <http://www.uregina.ca/student/residence/index.html>.
- **Walk Along Program:** Call 306-585-4999 or press the "Walk Along" button on campus pay phones (no coins required).
- **Study/Working Alone Program:** Request this service by calling 306-585-4999.
- **Regina Sexual Assault Centre:** Office phone: 306-522-2777, 24-hour Crisis line: 306-352-0434, webpage: <http://www.reginalsexualassaultcentre.ca/>.
- **Regina Police Service:** <http://www.reginapolice.ca/online-reporting/>



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Natural Sciences and Engineering  
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Conseil de recherches en sciences  
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Social Sciences and Humanities  
Research Council of Canada

Conseil de recherches en  
sciences humaines du Canada

## List of Eligible and Non-eligible Expenses for Stationery and Office Supplies

### General Rule

Funding agencies expect institutions to assume the indirect costs and general expenses of the research project. Grant funds are used to cover the **direct costs** of research, including costs that would not have been incurred if the research project had not been undertaken. Funds cannot be used to pay for general expenses such as costs associated with office accessories normally already provided for institution staff.

The funds must be used effectively and economically, and the expenses must be essential to the research supported by the grant.

It may be concluded that an expenditure on supplies is admissible if they are not part of the “basic equipment” of the university’s academic and research mission and if they are not normally provided for institution staff. Moreover, the recipient must explain how those supplies are essential to his/her research activities.

<b>Equipment and Supplies</b>	<b>Examples of Eligible Expenses</b>
Expenditures on research equipment and supplies, as well as costs of training staff who will use the specialized instruments or facilities, are eligible.	Laboratory notebooks
	Paper used for laboratory operations in the context of a funded research project (correspondence with clients, printing of results)
	Paper used for data collection (questionnaires)
	Printing of an equipment user manual for a new researcher or assistant working on the funded research project
	Printing of e-journal articles relevant to the research project
	<b>Examples of Ineligible Expenses</b>
	Office accessories for laboratory employees, researchers and students (paper clips, pens, file folders, writing pads, ring binders, day planners, wastebaskets)
<b>Dissemination of Research Results</b>	<b>Examples of Eligible Expenses</b>



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Natural Sciences and Engineering  
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Conseil de recherches en sciences  
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Social Sciences and Humanities  
Research Council of Canada

Conseil de recherches en  
sciences humaines du Canada

Costs associated with the dissemination of findings (i.e., through traditional venues as well as videos, CD-ROMs, etc.) are eligible, as are costs of preparing a research manuscript for publication.	Paper and ink cartridges for printing of different manuscript versions
	Research-related paper documents, posters and pamphlets distributed to conference, workshop and focus group participants
<b>Services and Miscellaneous Expenses</b>	<b>Examples of Eligible Expenses</b>
Costs for the purchase of books or periodicals, specialized office supplies, computing equipment and information services <b>not formally provided</b> by the institution to all academic and research staff are eligible.	Special paper or writing tools required for the research project
	Laboratory notebooks or special binders in which to archive research project data
The funding agencies note that certain miscellaneous education-related expenses, such as costs of thesis preparation, tuition and course fees and costs associated with the preparation of teaching materials, are ineligible.	<b>Examples of Ineligible Expenses</b>
	Paper used by students to print different versions of their dissertation or thesis
	Paper used to prepare course notes
	Filing cabinets and hanging files