

Sexual Violence Procedures

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| Number: | HS10B |
| Responsibility: | Student Success & Human Resources |
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POLICY STATEMENT

All members of the Algoma University community have the right to work and study in an environment that is free from any form of sexual violence. Sexual violence of any kind is unacceptable and will not be tolerated. This policy's intention is to make individuals feel safe and enable them to make a report in good faith about sexual violence that they have experienced or witnessed. Individuals and groups who commit or attempt to commit acts of sexual violence will be held accountable through a process that ensures procedural fairness.

We recognize that any form of sexual violence can occur between individuals regardless of sexual orientation, gender, gender identity or relationship status, as articulated in the Ontario Human Rights Code. We also recognize that individuals who have been affected by any form of sexual violence may experience impacts that are emotional, academic or social.

To create a campus environment where sexual violence is not tolerated, a Sexual Violence Taskforce has been developed. The committee works collaboratively towards effective change at the individual, institutional and cultural levels, with the goal of creating a safer campus environment for the Algoma University community.

PURPOSE:

Algoma University recognizes the challenges faced by those who have experienced all forms of sexual violence, and urges individuals to make use of the supports available to them. All those who have experienced any form of sexual violence have a right to:

1. be believed, and treated with compassion, dignity and respect;
2. be informed about on-campus and off-campus (community) services and resources;
3. decide whether to report the incident to Student Success, Human Resources, campus security, and/or the local police;
4. be provided with assistance in formulating a safety plan;
5. be provided with necessary appropriate accommodations including but not limited to:
 - a. unwanted contact with the perpetrator if the perpetrator is a member of the campus community;
 - b. appropriate academic and/or work accommodations.

6. a fair and unbiased on-campus investigation with the full cooperation of the institution, if applicable as outlined in the Scope of this Policy;
7. choose amongst these supports, selecting all, some, or none of the above options.

Individuals who wait to initiate a complaint must understand that in the absence of an investigation and/or a finding of wrongdoing, there may be a limit to the scope of possible remedial actions.

Algoma University reserves the right to initiate an internal investigation and/or inform the local police of the need for a criminal investigation, even without the consent of the individual who experienced sexual violence, when the safety of the university community is believed to be at risk or to comply with any legal requirements it may have. The individual will be advised of the disclosure.

In addition, Algoma University is committed to:

- responding to sexual violence as outlined in this policy;
- educating and training Algoma University community about prevention, how to assess situations for risk for sexual violence and about how to reduce and prevent these forms of violence and harassment; working closely with student groups such as Algoma University Students Union (AUSU), Shingwauk Anishinaabe Students Association (SASA) and peer mentors on sexual violence prevention;
- maintaining annual statistics on disclosed and reported incidents of sexual violence on campus for the purposes of community education and legislated reporting that may be required. This data will not include any information that would identify any community member and is the responsibility of Human Resources and Student Success and Wellbeing.

CONFIDENTIALITY

Ensuring confidentiality is a key principle in creating an environment and culture where survivors feel safe to disclose and seek support and accommodation. Algoma University is committed to ensuring such an environment and culture exists. As such, all members of Algoma University's community who receive a disclosure of sexual violence or who are involved in addressing or investigating the incident(s), must keep the matter confidential, (except in accordance with the terms of this policy), in order to protect the rights of those involved in the allegations, prevent an unjustified invasion of personal privacy, and preserve the integrity of the investigation.

Algoma University will make every reasonable effort to balance confidentiality with its legal responsibility to provide a campus environment free from sexual violence. Algoma University protects personal information and handles records in accordance with its policies, the Freedom of Information and Protection of Privacy Act, the Personal Health Information Protection Act, and the provisions of applicable employee collective agreements.

Notwithstanding the above, there are additional circumstances where the Response Team (comprised of Human Resources, Student Experience and Student Success and Wellbeing) may be required to disclose information within or outside the University in order to address safety concerns or to satisfy a legal reporting requirement. In such circumstances, the minimum amount of information needed to allow such concerns to be addressed, or meet such requirements, will be disclosed. These additional circumstances might include:

- an individual is at risk of life-threatening self-harm;
- an individual is at risk of harming others;
- there is an identified risk to the safety of the university and/or broader community;
- there is evidence of sexual violence in the public realm (such as videos posted on social media); and/or
- disclosure is required by law; for instance, under the Child and Family Services Act, reporting is legally required if an incident involves a child 16 or under; or, to comply with the Occupational Health and Safety Act or with Human Rights Legislation.

These above circumstances represent exceptions, not the rule, and are necessary to ensure Algoma University is meeting its legal obligations. If one of these situations applies to an individual, they will be fully informed and supported at every step of the process.

To ensure due process while a formal complaint process pursuant to this procedure is underway, the person making a formal complaint, the person who is said to have engaged in sexual violence and others who may have knowledge of the matter, including a support person, must maintain confidentiality and not make public statements pending the outcome of the complaint. Breaches of confidentiality may jeopardize the proper handling of the matter and the functioning of the formal complaint process outlined in this procedure. If a breach of confidentiality occurs, the circumstances of the breach and its impact on properly addressing the matter and the fairness of the formal complaint process may be considered in the handling of the matter and in the processing of the formal complaint.

REPORTING AND RESPONDING TO SEXUAL VIOLENCE

Any member of Algoma University's community who becomes aware of, or witnesses an incident of sexual violence has a responsibility to report the behavior. In all instances, if a community member witnesses an incident of sexual violence, the survivor should be advised that a report will be made and they should be encouraged to file a report themselves. If the survivor has not given their express consent to disclose, the survivor's name will be kept anonymous. Members who have been affected by sexual violence are encouraged to come forward to report as soon as they are able to do so.

A report of sexual violence can be filed under the [Sexual Violence Policy](#) by any member of the University community. The decision making power is always with the survivor about whether they would like to disclose to anyone. If they choose to disclose, they also decide which type of report they would like to make. This includes the choice to file an informal, formal and/or police report.

Measures to ensure the emotional and physical safety of the survivor can and will be made.

Algoma University will seek to achieve procedural fairness in dealing with all reports. As such, no sanction and/or disciplinary action will be taken against a person or group without their knowledge where there is a reported breach of this policy. Respondents will be given reasonable notice, with full details of the report, and provided with an opportunity to answer the report(s) made against them.

IF YOU ARE A VICTIM OF SEXUAL VIOLENCE

SEEK MEDICAL ATTENTION

You can undergo a forensic medical examination at the local Sexual Assault Centre ideally within 72 hours.

If you have been sexually assaulted, please go to your local emergency room. The contact for the local assault centers for all three campuses are located in [Appendix A](#).

This examination helps to collect and preserve evidence. Some portions of the examination may be considered for collection up to 7-12 days post-assault depending on the circumstances and type of assault. If you are unsure about reporting to the police, but would like to preserve the evidence while you make a decision, you can specify this when you meet with the Sexual Assault Centre nurse.

Helpful Information:

- Prior to the exam, you should do your best to refrain from changing your clothing, using the toilet, showering, eating, or brushing your teeth.
- Even if you have not been injured physically, or don't want to report the assault to the police, you may want to consider being tested for sexually transmitted infections (STIs) or pregnancy.

DOCUMENT WHAT HAPPENED

Although you may not choose to disclose or report immediately, it is helpful to create a paper trail of the incident(s) in case you decide to report in the future.

- First-hand, written notes are considered good evidence by courts, human rights tribunals, labour boards and employers, especially if they are dated and written as quickly as possible after the event or action occurred. Even a simple notation in an agenda or on a calendar is useful.
- A detailed, accurate log that includes names, dates, times, locations, witnesses, and other details is useful.

REPORTING TO POLICE

It is always your choice whether or not you report the crime to the police. Reports can be made to the police in an effort to pursue criminal charges under the Criminal Code of Canada. It is not guaranteed that the perpetrator will face charges or be found guilty, even when you know they are. If you report the assault, the police will take your statement, investigate the matter and determine if there is enough evidence to lay charges. The police and the Crown will require your participation in what can become a public process. If the matter proceeds to court, you will likely be called to testify. The court process can seem daunting, and the University will provide you with resources that can support you during the process.

HOW TO FILE A REPORT WITH THE UNIVERSITY

The options for reporting sexual violence within the Algoma University community is as follows:

For Students:

1. Make a formal complaint to Student Success

A member of the Student Success Team will assist you in filling out a Student Code of Conduct (Non Academic), compliant form. The Director of Student Experience is responsible for implementing the Student Code of Conduct (Non Academic) and the Athlete, Student Code of Conduct.

If the alleged perpetrator is an employee or non-student member of the community, Student Success will assist you in filing a complaint under the Workplace Violence and Harassment Prevention Program of Algoma University.

Although we encourage students to come into student success, they can also complete the [Sexual Violence Report form](#). If a report is made online, a student can still access support at a later date.

For Employees:

2. Make a formal complaint to Human Resources

If you are an employee Human Resources will assist you in filing a complaint under the Workplace Violence and Harassment Prevention Program of Algoma University.

For either Students/Employees:

3. Anonymous Reporting

You can anonymously report an act of sexual violence by completing the [Sexual Violence Report form](#).

Please note when an incident is reported anonymously there are limits on the actions that can be taken with this information by the University.

4. Bystander Reporting

If you are witness to an act of sexual violence, you may file through one of the three options noted above.

What to do if you Witness Sexual Misconduct

If you see something of concern, check in with the victim and intervene. If you hear something of concern, say something. Any individual who has witnessed sexual violence is encouraged to report the incident immediately.

Remember to be BRAVE:

- **B**egin by listening. Don't pry or press for additional details.
- **R**espect Confidentiality. Ensure they understand how and when you will share the information they have provided you.
- **A**sk what support looks like to them. Let go of assumptions. Reporting to the police is not *every* survivor's vision of justice.
- **V**alidate them. Remind them it is not their fault and they are believed.
- **E**mpathize. Understand everyone has a different way of healing from violence.

Access to additional resources, accommodations and support services will be made available to bystanders as well.

Please see [Appendix B](#), for guidance on what to do if someone reports sexual violence to you.

INTERIM MEASURES AND NOTICES OF PROHIBITION

Algoma University may impose interim measures as may be appropriate for the individuals and student groups involved in any allegation of sexual violence and for the larger campus community. Interim measures may include, but are not limited to:

- separation of the academic and living situations of any students involved in a report of sexual violence;
- temporary administrative suspension of a student group alleged to have committed sexual violence;
- no-contact orders/undertakings;
- notice of prohibition;
- any interim restrictions relevant to employees pursuant to Human Resources and Human Rights policies and procedures; and Restriction of privileges.

The imposition of any interim measures will depend on, and be in accordance with the relevant policies.

COMMUNICATION WITH INDIVIDUALS WHO HAVE EXPERIENCED SEXUAL VIOLENCE

Sensitive and timely communication with individuals who have experienced sexual violence and their family members (when an individual consents to this communication) is a central part of Algoma University's first response to sexual violence. To facilitate communication, Algoma University will:

- create a Sexual Violence information [webpage](#) that can be easily accessed through the main Algoma University webpage.
- ensure a designated staff member shall be responsive to the needs of individuals and respond in a confidential, prompt, compassionate, and personalized fashion; and
- ensure that the person who has experienced sexual violence is provided with reasonable updates about the status of the university's investigation.

INVESTIGATION

If an incident is reported or a complaint is filed, it will be reviewed by the Director of Student Experience (or designate) and/or Human Resources to determine which policy it falls under. The survivor has the right to choose not to request an investigation and has the right not to participate in any investigation that may occur.

Algoma University understands that persons who have experienced sexual violence may wish to control whether and how their experience will be dealt with by the police and/or the University. Normally, the person who has experienced sexual violence will retain this control; however, Algoma University reserves the right to initiate an internal investigation and/or inform the police of the need for criminal investigation, even without the consent of the person who has experienced sexual misconduct, if it believes that the safety of the university community is at risk or if the person(s) involved are under the age of consent (16 years of age and under).

During the investigation and decision-making process, the individual who has experienced sexual violence has the right to be accompanied by another person of their choosing.

INVESTIGATION PROCEDURE:

1. Upon receiving an allegation, the Investigator shall initiate an investigation into the allegation. The investigation may include but is not limited to:
 - a. Review of all records, including email, voice mail and social media accounts, associated with the incident. The Investigator shall have the right to require production of such records from anywhere and anyone in the University.
 - b. Interviewing every individual identified in the allegation (hereinafter called the “Respondent”) and Interviewing of witnesses.
2. Upon completing the investigation, the Investigator must determine evidence on balance that justifies a penalty or disciplinary action. whether or not the evidence justifies further action:
 - a. If the Investigator concludes that, on the basis of the evidence further action is necessary then, the Investigator must:
 - i. For Students: Present the allegation and supporting evidence to the Director of Student Experience for review and determination of sanctions.
 - ii. For Employees: Present the allegation and all supporting evidence to the Director of Human Resources for review and determination of recommendations, including not limited to disciplinary action, training and campus wide safety recommendations.
 - b. If the Investigator determines that the evidence does not justify further action, the matter shall be terminated and the Complainant notified in writing of the decision.

REMEDIAL AND DISCIPLINARY ACTION

Individuals, regardless of status, seniority or tenure, influence or position, found to have engaged in conduct constituting a breach of this may be disciplined or restricted from access to services provided by the University. Specific sanctions will depend on the nature of the breach and what other policy the violation breached.

Consequences or measures in response to sexual violence will depend on the circumstances, on the severity of the conduct, on any mitigating factors and on applicable collective agreements or other University policies. If a complaint of sexual violence is substantiated, consideration will be given to preventing its reoccurrence in the future, to correcting the negative impact of the incident on the Complainant and to ensuring or enhancing the safety of the Complainant and the University community. The following list provides examples of consequences and measures and is not meant to be exhaustive nor necessarily represent a progression of consequences or measures:

- a) a letter of apology,
- b) attendance at educational sessions on the impact of sexual violence,
- c) attendance at coaching sessions to improve communication or conflict resolution skills,
- d) restricted or prohibited access to University campuses and/or services

APPEAL

An appeal is not an opportunity for the Complainant or the Respondent to repeat the information provided to the review committee or to the Appropriate Authority. The right to an appeal is not automatic and an appeal will only be considered if it meets the following requirements:

- a) The appeal is of a final decision of the review committee or of the Appropriate Authority or an Algoma University governing body. There is no appeal of a final decision of the Board of Governors or of the Senate.
- b) An appeal must be made by either the Complainant or the Respondent.
- c) The appeal must be made in writing and within 10 business days after the date of the final decision that is the subject of the appeal.
- d) The appeal must include the reasons for the appeal, the reasons why the appeal should be granted, the arguments in support of the appeal and the outcome sought.
- e) The person seeking to appeal must demonstrate that:
 - there has been a fundamental procedural error in the making of the final decision and that such error has caused or will cause actual prejudice to the person seeking the appeal; or
 - there are new facts relevant to the final decision that were not available and could not have been provided to the review committee, the Appropriate Authority or the University governing body.
- f) The following is a list of some examples of situations where an appeal would not meet the requirements:
 - the appeal asks for review of a consequence or measure that has not yet been finally decided or approved;
 - the appeal repeats arguments made at the meeting of the review committee or in written submissions and does not provide any new information relevant to the final decision;
 - the appeal is based only on a disagreement with a finding of fact, including findings made about the credibility of witnesses;
 - the appeal raises new arguments that were not made, but could have been made at the review committee meeting or in written submissions or to the Appropriate Authority or University governing body; and/or
 - the appeal amounts to a mere speculation or a statement of a procedural error causing prejudice and does not provide detailed and convincing information to establish the error and to establish a link between the error and actual prejudice or a reasonable expectation of prejudice to the person seeking the appeal.

The person in authority (the “Appeal Authority”) to issue a decision either dismissing or granting an appeal will depend on the Respondent, who made the original final decision, the final decision at issue and the expected outcome requested. The Director of Human Resources will determine the Appeal Authority based on the organizational structure of the University.

The appeal process is conducted in writing. The Complainant or Respondent, as the case may be, does not need to respond to the appeal unless the Appeal Authority sends a letter requesting him or her to do so.

The Appeal Authority reviews the appeal, consults with the Appropriate Authority, if necessary, to determine whether the appeal meets the requirements of this Policy and makes the decision either dismissing or granting the appeal.

If the appeal is granted, the Appeal Authority will then decide what happens next. This will depend on the particular situation. It could include returning the matter to the review committee or to the Appeal Authority or the University governing authority.

RELATED DOCUMENTS

Algoma University has a number of related policies (that can be found [here](#)), including, but not limited to:

- Sexual Violence Policy
- Health and Safety Policy
- Student Code of Conduct (Non-Academic)
- Workplace Violence and Harassment Policy and Program
- Human Rights Policy & Procedures
- Code of Conduct - Respectful Workplace Policy
- Student Athlete Code of Conduct

APPENDICES

Appendix A: Resources

Appendix B: What to do if someone Reported Sexual Violence to me

Appendix C: Definitions

APPENDIX A: RESOURCES

| CAMPUS RESOURCES | OFF CAMPUS RESOURCES |
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| <p>The following resources are available 24 hours a day/7 days a week to respond to complaints of sexual assault:</p> <p>SSM & Brampton University Campus Security Phone: Extension Ext. 4444</p> <p><i>For imminent danger call 911 and then ext. 4444.</i></p> <p>Timmins Campus Security Phone: 705-235-3211 ext. 6842 Direct line is 705-235-6842</p> <p>If Applicable, SSM Residence Life Staff Campus Life Coordinator or Residence Advisor (contact information posted in Residence buildings)</p> <p>Monday-Friday from 8:30 am – 4:30pm 705-949-2301: Academic Success Advisor (Ext. 4367) Human Rights and Equity (HR) Office (Ext. 4112) Manager, Student Success and Well-Being (Ext. 4212) Director of Student Experience (Ext. 4729) HR & Employee Relations Officer (Ext. 4373) Campus Life Coordinator (Ext. 4628)</p> <p>On Campus Counselling Services: see Academic Success Advisor ext. 4367) or email healthservices@algonau.ca Timmins: Support Services Coordinator 705-235-3211 ext. 2175 Brampton: Student Services Coordinator</p> | <p>SAULT STE. MARIE: Sexual Assault Care Centre: 705-759-5143 / http://www.sacc.to/gylb/satc/CentreID=28.htm Women in Crisis: 705-759-1230 / http://www.womenincrisis.ca/en/ Sault and Area Hospital 24/7 Crisis 705-759-3398 Victim Services of Algoma: 705-945-6905 City Police - 705-949-6300 or 9-1-1</p> <p>BRAMPTON: Chantel's Place: 905-848-7580 https://trilliumhealthpartners.ca/patientservices/womens/Chantels-Place/Pages/default.aspx Mobile Crisis Team of Peel 24/7: 905-278-9036 Victim Services of Peel: 24-hour Line: 905-568-8800 Peel Regional Police: 905-453-3311 or 9-1-1</p> <p>TIMMINS: Timmins & Area Women in Crisis: 1-877-268-8380 (24/7) or 705-268-8380 HER Place Women's Shelter: 705-264-7233 or Toll Free 1-855-827-7233 Timmins & District Victim Services: 705-360-8700 or 1-877-264-4208 (24/7) Timmins Police: 705-264-1201 or 9-1-1</p> <p>ALL SITES: Assaulted Women's Helpline: 24-hour Line: 416-863-0511 Toll Free: 1-866-863-0511 Good to Talk 1-866-925-5454 Support Services for Male Survivors 24-hour, multilingual, toll-free phone line for immediate crisis and referral services at 1-866-887-0015 LGTB YouthLine 1-800-268-9688 or text 647-694-4275 or to chat with Peer Support visit https://www.youthline.ca/get-support/links-resources/</p> |

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| | <p>Employee Assistance Program: 1-877-630-6701 / 1-877-371-9978 http://www.lifebalance.net</p> |
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APPENDIX B: What do I do if someone reports Sexual Violence to me?

If someone discloses sexual violence to you, it may feel frightening or overwhelming. You may be worried about what or how to say something. This is normal and it's okay to not have all the answers. You don't need to be an expert to support them.

Individuals who have experienced sexual violence may disclose information to different employees when seeking support and/or academic accommodations. It is the responsibility of all who receive these reports to:

- be BRAVE;
 - **B**egin by listening. Don't pry or press for additional details.
 - **R**espect Confidentiality. Ensure they understand how and when you will share the information they have provided you.
 - **A**sk what support looks like to them. Let go of assumptions. Reporting to the police is not *every* survivor's vision of justice.
 - **V**alidate them. Remind them it is not their fault and they are believed.
 - **E**mpathize. Understand everyone has a different way of healing from violence.
- refer any student to Student Success and ensure that the student receives all necessary academic and non-academic accommodations they may need; and
- maintain confidentiality to the greatest extent possible.

STEPS TO TAKE

1. Ensure their safety:

Make sure they are in a safe location away from the perpetrator if they assault just happened and have a safe place to stay. If they are in immediate danger call 911 and then notify internal security by calling: for Sault Ste. Marie and Brampton, dial '4444' from an internal phone or from an external phone, for Sault Ste. Marie, 705-949-2301 ext. 4444 to reach Security; in Brampton 416-417-1155; in Timmins 705-235-3211 ext. 6842 or 705-235-6842.

2. Provide them options for support

If they won't be seeking medical or professional support, encourage them to tell a trusted friend or family member. Refer them to the [Off Campus resources](#) (Appendix A) who they can call for support.

For students, please refer them to Student Success Central. You can offer to go with them or to make an appointment on their behalf if they are uncomfortable doing this alone. They have access to support regardless if the sexual violence occurred on or off campus, or if they were subjected to sexual violence before they came to Algoma.

Student Success can help with:

- safety planning
- referrals to counselling and medical services
- self-care resources
- academic and workplace accommodations
- understanding the available reporting options
- navigating systems and resources within the university and the community

If they have just been assaulted and want to make a report with the police:

- A medical examination should be completed ideally within 72 hours, although some portions of the exam may be considered for collection up to 7-12 days post-assault, depending upon the circumstances and type of assault. The survivor should try to refrain from changing their clothes or taking a shower to preserve the evidence.
- If they would like to report to the police or campus security, provide them with the contact information and offer to assist them in making the call or being present with them when they do it.
- If there is a person who has experienced sexual violence and he/she is in need of serious medical attention or may have sustained life threatening injuries – 911 will be called immediately.
- If there is an assailant and he/she is considered to be an immediate threat to others - 911 will be called immediately.

3. Practice Self Care

Know your own limits. Remember that is okay to say that you don't have to know the answer to a question, and that is okay for you to have boundaries. If you need to debrief with a professional and you are an Algoma student, contact an Academic Success Advisor. If you are an employee of Algoma University the Employee Assistance Program (EAP) is available as a confidential resource to you.

PROVIDE ACCOMODATION

A survivor of sexual violence may be impacted in the following ways:

- disrupted sleep patterns
- an inability to concentrate or focus
- headaches
- anxiety and/or depression
- fear of leaving a safe space

They may also need accommodations based upon court proceedings, and medical and counselling appointments.

STUDENTS

A student experiencing the above may seek accommodations including reducing their academic load for the semester. When there has been a situation, the university will support a change in academic expectations, even after published deadlines. This may include:

- withdrawing from a class or for a semester
- extensions for coursework or makeup of missed tests/assignments
- changing course sections or classroom locations

If students develop chronic symptoms, registering with the Learning Centre may be appropriate. This type of accommodation includes alternative testing options, additional time on tests and exams, note taking, and alternative formats. Registration with the Learning Centre is based on a current and thorough assessment from an appropriate registered practitioner qualified to diagnose the condition.

ALGOMA UNIVERSITY EMPLOYEES

Any incident of sexual misconduct involving university employees will follow the Workplace Violence and Harassment Prevention Program.

Faculty and staff who have been impacted by sexual violence and are unable to perform their professional responsibilities can seek accommodation with Human Resources.

APPENDIX C: DEFINITIONS

Complainant is the person who reports a policy infraction, in this case, a person who reports sexual violence that they have been affected by.

Consent subsection 273.1(1) of the Criminal Code of Canada, defines consent as the voluntary agreement of the complainant to engage in the sexual activity in question. Conduct short of a voluntary agreement to engage in sexual activity does not constitute consent as a matter of law.

For greater certainty, subsection 273.1(2) sets out specific situations where there is no consent in law; no consent is obtained:

- where the agreement is expressed by the words or conduct of a person other than the complainant
- where the complainant is incapable of consenting to the activity
- where the accused induces the complainant to engage in the activity by abusing a position of trust, power or authority
- where the complainant expresses, by words or conduct, a lack of agreement to engage in the activity, or
- where 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.

Consent must be informed, freely given and active, and ongoing.

Respondent is the person who is responding to a report of a policy infraction. In this case, a person who is responding after being named in a report of sexual violence.

Sexual Assault is a criminal offence under the Criminal Code of Canada. Sexual assault 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 from any unwanted touching to penetration. Sexual assault is characterized by a broad range of behaviours that involve the use of force, threats, or control towards a person, which makes that person feel uncomfortable, distressed, frighten threatened, that is carried out in circumstances in which the person has no freely agreed, consented to, or is incapable of consenting to.

Sexual Harassment is defined in the Criminal Code as a course of vexatious comment or conduct of a sexual nature that is known or ought reasonably to be have been known to be unwelcome.

Sexual violence means any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent. It includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation. Instances of sexual violence covered by this policy include those that occur in person or online.

Sexual violence consists of a range of behaviours that vary in severity. The term includes, but is not limited to, sexual violence, sexual harassment, sexual assault, the threat of sexual assault, criminal harassment (including stalking and cyber harassment), and relationship violence.