

 <p><b>Confederation</b> COLLEGE</p> <p><b>COLLEGE POLICY</b></p>	Number: 4-2-01B	# of Pages: 3
	Originator:	Human Resources Services
	Approved By:	College Planning Committee
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<b>HUMAN RIGHTS</b>		

## 1 POLICY STATEMENT

- 1.1 In keeping with our legal and social responsibilities as an employer and educator, Confederation College does not tolerate harassment and discrimination in its employment, educational or business dealings. Confederation College recognizes its responsibility, in accordance with the Ontario Human Rights Code to deal quickly and effectively with complaints as they arise.
- 1.2 Each member of the campus community is responsible for helping to create an environment that is harassment and discrimination free as both work and learning can best be accomplished in an environment of understanding and mutual respect for the dignity and rights of each individual. In particular:
- 1.2.1 Managers/Supervisors have a duty to ensure a harassment/discrimination free environment for all staff and students by ensuring that harassment is not tolerated, ignored or condoned.
- 1.2.2 Employees/Students have a duty to refrain from harassment/discrimination and to cooperate fully in the investigation of a complaint.
- 1.3 Confederation College is committed to an ongoing program of information and education on these issues.
- 1.4 Confederation College is responsible for the working and learning environment on all campuses including all office buildings, student residences, work sites, College vehicles and any other location where the business of the College is being conducted. Harassment and discrimination that occurs outside the College, with repercussions in the work and learning environment and/or adversely affects College community relationships, is covered by this policy.
- 1.5 Harassment and discrimination that occurs during a work/field placement is covered by this policy.

## 2 DEFINITION

- 2.1 This policy applies to:
- Board of Governors members;
  - Employees;
  - Students;
  - Members of committees established by Confederation College;
  - Independent contractors such as those undertaking construction, provision of service or research;
  - Visitors;
  - Guests; and/or
  - Volunteers.

- 2.2 Discrimination means any action or behaviour that results in unfavourable or adverse treatment based on race, ancestry, place of origin, ethnic origin (including language, dialect, or accent), citizenship, religion, gender, age (18-65 for employment), marital status, family status, record of provincial offenses or pardoned federal offenses, disability, sexual orientation or receipt of public assistance.
- 2.3 Discrimination may include, but is not restricted to:
- Denial of a promotional opportunity;
  - Denial of an appropriate exam mark; and/or
  - Denial of access to a program or work placement.
- 2.4 Harassment means unwelcome vexatious comment or conduct, consisting of words or actions that disparage or cause humiliation, offense or embarrassment to a person because of their race, ancestry, place of origin, ethnic origin (including language, dialect or accent), citizenship, religion, gender, age (18-65 for employment), marital status, family status, record of provincial offenses or pardoned federal offenses, disability, sexual orientation or receipt of public assistance.
- 2.5 Systemic harassment/discrimination means policies, practices, procedures, actions or inactions, which appear neutral, but have an adverse impact associated with one of the grounds listed above.
- 2.6 Harassment may include, but is not restricted to:
- unwelcome remarks, jokes, innuendo or taunting about a person's disability, racial or ethnic background, colour, place of birth, citizenship or ancestry;
  - displaying racist or derogatory pictures, graffiti or materials which create a negative environment;
  - isolating a person because of their disability or racial or ethnic background.
- 2.7 Sexual harassment includes:
- 2.7.1 Unwanted, persistent or abusive sexual attention;
- 2.7.2 A sexual advance or solicitation made by a person in a position to grant or deny a benefit which may affect the employment status of an employee or the academic status of a student.
- 2.7.3 Sexually oriented remarks or behaviour which create a negative environment for work or study; which may include, but are not restricted to:
- Implied or expressed promises of reward for agreeing to a sexual request or advance;
  - Suggestive remarks, jokes, invitations that cause embarrassment or awkwardness;
  - Suggestive jokes about sex, against men and/or women;
  - Display and/or distribution by any means of sexual pictures, writings and/or other materials which create a negative environment for work and/or learning;
  - Teaching materials that demean a particular group of people;
  - Suggestive staring or gestures;
  - Unwanted questions or comments about one's private life;
  - Unwanted touching or patting;
  - Sexual assault.
- 2.7.4 A reprisal or threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made or threatened by a person in a position to affect the employment or academic status of an employee or student.

## 2.8 Academic Freedom

- 2.8.1 This policy is not intended to inhibit academic freedom, but all faculty in exercising this freedom will respect the human rights, dignity and integrity of their colleagues and students within our academic and learning environment.
- 2.8.2 Teaching materials that may contain discriminatory bias and stereotypes and/or pornographic materials should be used exclusively in a critical context in order that students become open-minded, discerning and analytical thinkers, aware of historical and current values, attitudes and behaviours.

## 3 Complaint Process

3.1 The following illustrates the process for dealing with varying types of complaints:

- 3.1.1 Student Harassing Student: for student/student harassment, consultation with a counsellor is recommended. Other possible contacts include the Registrar's Office, Program Coordinator, Dean and/or Student Union
- 3.1.2 Student Harassing Employee: for student/employee harassment, consultation with employee's supervisor and student's Program Coordinator. Other possible contacts include the Dean/Director, Student Union, and/or the employee's union or professional organization.
- 3.1.3 Employee Harassing Student: for employee/student harassment, consultation with the employee's supervisor and the Program Coordinator is recommended. Other possible contacts include the Dean/Director, the Student Union or the employee's union and/or professional organization
- 3.1.4 Employee Harassing Employee: for employee/employee harassment, consultation with the affected employees' supervisors is recommended. Other possible contacts include the employee's Manager, Dean/Director, union or professional organization, and/or Human Resources Services.
- 3.1.5 Notwithstanding the above, the Human Resources Services Department and/or Vice President will provide advice when requested.

3.2 Refer to College Practice 4-2-01 for employment related complaints.