



GENDER-BASED AND SEXUAL VIOLENCE POLICY

Policy Type:	Institutional	Initially Approved:	October 17, 2018
Policy Sponsor:	President and CEO	Last Revised:	April 17, 2023
Primary Contact:	Health, Safety and Environment	Review Scheduled:	April 2026
Approver:	President and CEO		

A. PURPOSE

All members of the Alberta University of the Arts (AUArts) Community have a right to work and study in an environment that is free from any form of Gender-Based or Sexual Violence.

AUArts does not tolerate Gender-Based or Sexual Violence and is committed to its prevention. AUArts is committed to maintaining a safe and positive space where members of the AUArts Community feel able to work, learn and express themselves in an environment free from Gender-Based or Sexual Violence.

AUArts recognizes that Gender-Based or Sexual Violence can occur between individuals regardless of sexual orientation, gender, gender identity or relationship status. AUArts also recognizes that individuals who have experienced gender-based or sexual violence may experience emotional, academic, or other difficulties.

Gender-Based Violence, Sexual Violence and rape culture are societal issues that persist in and threaten our community. This Policy sets AUArts out commitment statements that include safety, supports, prevention, training/ education, and awareness.

B. SCOPE

This Policy applies to:

- All members of the AUArts Community.
- All instances of Gender-Based or Sexual Violence with a nexus to AUArts.

This Policy operates alongside other applicable AUArts policies and procedures. AUArts recognizes that Gender-Based or Sexual Violence requires a unique set of principles and policy statements. Where there is a conflict or inconsistency between the provisions of this Policy and another AUArts policy or procedure, this Policy governs to the extent necessary to resolve the conflict or inconsistency.

This Policy should be read and interpreted in accordance with AUArts related policies on harassment, workplace violence and occupational health and safety, specifically the Code of Conduct Policy, the Respectful Workplace Policy and Procedure, and the Student Conduct Procedure.

This Policy applies to conduct or actions that occur:

- In or on AUArts premises;
- Off AUArts premises where a member of the AUArts Community is involved in the business of AUArts or activities related to AUArts, or is formally representing AUArts; or
- Off AUArts premises, including through social media, online communication platforms, remote work applications, or other online means, where such actions interactions or behavior have a negative impact on a member of the AUArts Community such that it materially interferes with their learning, working or living environment.

AUArts will act on reports of Gender-Based or Sexual Violence to determine if AUArts policy has been violated. Any investigation by AUArts into the violation of this Policy may occur concurrently with a criminal investigation.

It is not the intent of this Policy to discourage and/or prevent individuals from exercising any legal right they may have, including the right to file a complaint with the Alberta Human Rights Commission or to pursue a criminal or civil remedy.

C. DEFINITIONS

AUArts Community: Individuals who are directly connected to any AUArts activity including, without limitation, all persons employed by AUArts, members of AUArts Board of Governors, Students, agents, contractors, volunteers, visitors, and suppliers of services.

Complaint: A member of the AUArts Community who has experienced Gender-Based or Sexual Violence and has filed a Formal Complaint.

Consent: Ongoing, voluntary and explicit agreement by an individual to engage in the sexual activity in question. Consent is active, direct, voluntary, positive, on-going and conscious. Consent can be revoked at any time.

Consent does not exist and/or cannot be obtained when:

- An individual is incapacitated, possibly due to intoxication caused by drugs or alcohol;
- It is obtained through the use of threats, coercion, manipulation, misrepresentation or other pressure;
- It is given on behalf of another person;
- It is the form of silence or non-communication;
- It is implied from previous consent to similar activities, body language, demeanor or anything else; and
- It is obtained by a person in a position of trust, power or authority

Disclosure: When an individual shares information about an incident of Gender-Based or Sexual Violence to a AUArts employee, the Registrar's Office, or Human Resources for the purpose of

receiving support, counselling or accommodation or to obtain information about how to file a Formal Complaint.

- Formal Complaint:** A complaint about an incident of Gender-Based or Sexual Violence made by an individual who is seeking to initiate a formal process by which one or more Respondents may be held accountable.
- Gender-Based Violence:** Means any violence, physical or psychological, that is committed, threatened, or attempted against an individual without the individual's consent by targeting gender, gender identity, or gender expression.
- Incapacity:** An individual is incapacitated if they cannot understand the sexual nature of the activity or cannot understand that they may choose to decline to participate in the activity. A person who is significantly impaired due to alcohol or drugs is deemed to be incapable of consenting.
- Interim Measures:** Means non-disciplinary temporary restrictions or adjustments implemented in an effort to maintain a positive, productive and respectful learning, working and living environment, pending the resolution of a Formal Complaint, police investigation, or other process. Interim Measures may also be implemented to support a Victim-Survivor who is considering whether to proceed with a formal process or who has decided not to proceed with a formal process and may include protection from face-to-face encounters during the complaint process on the AUArts campus.
- Reprisal:** Means a retaliatory measure intending to adversely affect an individual because they have sought advice about making a Disclosure or Formal Complaint; made a Disclosure or Formal Complaint in good faith; co-operated in an investigation of a Formal Complaint or declined to participate in an investigation.
- Respondent:** An individual who is the subject of a Formal Complaint filed under this Policy.
- Retaliation:** Means any attempted or attempted adverse action or retribution against an individual who makes a Disclosure, files a Formal Complaint or is involved in any capacity in procedures pursuant to this Policy or the Gender-Based and Sexual Violence Procedure.
- Sexual Harassment:** Without limitation, unwanted remarks, behaviours, or communications of a sexual nature and/or unwanted remarks, behaviours or communications based on gender or sexuality; where the person responsible for the remarks,

behaviours or communications knows or ought reasonably to know that these are unwelcome.

Sexual Violence: Any activity (in person or online) of a sexual nature that occurs without Consent, and which violates a person's sexual integrity, whether the act is physical or psychological in nature. It is characterized by a continuum of aggression, harassment, and violence. Sexual violence includes but is not limited to, sexual assault, sexual harassment, sexual exploitation, sexual intimidation, coercion, or threats, stalking, stealthing, indecent exposure, voyeurism, degrading sexual imagery, and distribution or recording of sexual images of a member of the AUArts Community without their consent.

Student: Means an individual registered in a AUArts course or program of student at the time the incident of Gender-Based or Sexual Violence occurs.

D. POLICY STATEMENT

1. GENERAL

1.1 AUArts is committed to:

- a. Creating and maintaining a campus atmosphere in which Gender-Based or Sexual Violence, which includes Sexual Harassment (in person or online), Sexual Assault and sexual exploitation, is not tolerated, and in which members of the AUArts Community can study and work free from incidents of Gender-Based or Sexual Violence.
- b. Supporting individuals who are subjected to Gender-Based or Sexual Violence, which may also be discriminatory based on gender, gender identity, gender expression, race and any other protected ground set out in the *Alberta Human Rights Act*, by providing detailed information and resources, such as provision of and/or referral to counselling and medical care, and appropriate academic and other accommodation, including taking-survivor-directed action.
- c. Addressing and combatting harmful societal attitudes and behaviours relating to gender, sex and sexuality that normalize Gender-Based and Sexual Violence.
- d. Ensuring that individuals who report, Disclose, or file a Formal Complaint that they have been subjected to Gender-Based or Sexual Violence are treated with sensitivity and compassion, and that their right to dignity and respect is protected throughout the process.
- e. Having an investigative process that protects the rights of all individuals.
- f. Providing information and training members of the AUArts community about this Policy.
- g. Providing appropriate education and training to members of the AUArts Community about responding to reports, Disclosures or Formal Complaints of Gender-Based or Sexual Violence.
- h. Providing individuals in charge of investigating allegations of Gender-Based or Sexual Violence with specialized training.

- i. Monitoring and updating AUArts policies to ensure that they remain effective and in line with other existing policies, procedures, and best practices.
 - j. Addressing Disclosures and/or Formal Complaints of Gender-Based or Sexual Violence to the best of the administration's ability and in a manner that is prompt and ensures due process.
 - k. Ensuring a survivor-centered approach that acknowledges the rights, needs, and wishes of the Complainant are prioritized, including the potential for Interim Measures.
 - l. Recognizing that intersectionality may impact how an AUArts Community member experiences the impacts of Gender-Based or Sexual Violence, and in particular that those who experience the intersection of multiple identities such as, but not limited to, Indigenous and racialized individuals, individuals whose gender and/or sexual identity or expression do not conform with historical gender norms, people with disabilities and individuals from historically marginalized communities, including international, refugee and immigrant members of the AUArts Community may be uniquely impacted by Gender-Based or Sexual Violence.
- 1.2 The processes referenced in this Policy and Gender-Based and Sexual Violence Procedure: Student and Gender-Based and Sexual Violence Procedure: Employee shall ensure the protection of the rights of all individuals and shall hold accountable AUArts Community members who have been found to have committed an act of Gender-Based or Sexual Violence.
- 1.3 AUArts encourages formal reporting of Gender-Based or Sexual Violence. AUArts also respects the rights of individuals who have been subjected to Gender-Based or Sexual Violence to choose the services and supports they feel are most appropriate for themselves, to decide whether to report to the police, and/or to decide whether to file a Formal Complaint.
- 1.4 In the event of an emergency AUArts Community members are directed to contact the Security Office: (403) 680 -1451. Security personnel are available 24 hours a day, 365 days of the year, to assist members of the AUArts Community by providing security services, as well as direction to the resources and support that may be needed.
- 1.5 AUArts will maintain annual statistics on Disclosures and Formal Complaints and investigations for the purposes of community education, review of response mechanisms, and any legislated reporting that may be required. This data will not include any identifying information.

2. CONFIDENTIALITY & PRIVACY

- 2.1 All Disclosures and Formal Complaints of Gender-Based or Sexual Violence will be treated in accordance with Alberta's *Personal Information Protection Act*.
- 2.2 AUArts recognizes that confidentiality is particularly important to those who have been subject to or have witnessed Gender-Based or Sexual Violence. Appropriate measures for responding to a Disclosure or Formal Complaint will

be followed to minimize the risk of re-traumatizing individuals and ensure due process.

- 2.3 The confidentiality of all persons involved in a report, Disclosure or Complaint of Gender-Based or Sexual Violence, including the Complainant, Respondent, and all witnesses, will be protected wherever possible. AUArts will make reasonable efforts to maintain confidentiality when it comes aware of an incident of Gender-Based or Sexual Violence and will limit the sharing of information about individuals to those who need to know such information for the purposes of, or consistent with, addressing the incident, investigating the incident, or taking corrective action.
- 2.4 Confidentiality cannot be assured in the following circumstances:
 - a. An individual is judged to be at imminent risk of self-harm;
 - b. An individual is judged to be at imminent risk of harming another;
 - c. There are reasonable grounds to believe that others in the AUArts Community maybe at risk of harm;
 - d. Based on a Disclosure or Formal Complaint the AUArts; determines that it has a legal obligation to investigate or act;
 - e. Reporting or discovery of AUArts records is required by law;
 - f. Where an individual has been charged under the *Criminal Code*; and/or
 - g. Where evidence of the alleged Gender-Based or Sexual Violence is available in the public realm or multiple AUArts Community members have made Disclosures or Formal Complaints about an incident.In such circumstances, only the information necessary will be disclosed to persons or services.
- 2.5 AUArts will inform Complainants, Respondents and everyone involved as part of an investigation into a Formal Complaint, about the processes in place to safeguard confidentiality, the limits of confidentiality and their obligation to maintain confidentiality.

3. CONSENT

- 3.1 AUArts is committed to providing education on Consent and its relationship to Gender-Based and Sexual Violence.
- 3.2 All sexual acts without Consent constitute a form of Sexual Assault and are a violation of this Policy.

4. SUPPORTS

- 4.1 Supports are available to any AUArts Community member regardless of whether that individual has made a report, Disclosure or filed a Formal Complaint, and no matter when or where the individual experienced or witnessed Gender-Based or Sexual Violence, or who may be responsible for the harm. A list of internal and external supports and resources, including culturally specific resources for victims/survivors, available is set out in Appendix A: Gender-Based and Sexual Violence Resources.
- 4.2 Student Affairs will provide information about the availability of accommodations, supports and services to students. Examples of accommodations include, but are not limited to, extensions on assignments, provision of incomplete grades, deferrals for examinations, temporary exemption from attendance policies, and petitions for late withdrawal.

- 4.3 An AUArts employee can, on a confidential basis, consult or seek the assistance of other internal personnel or resources within AUArts to facilitate the safety and support of an individual and to ensure AUArts meets its obligations pursuant to this Policy.
- 4.4 The priority in responding to a Disclosure or Formal Complaint of Gender-Based or Sexual Violence will be providing support and ensuring an appropriate process for those affected. Concerns about potential violations of AUArts alcohol, cannabis, smoking, or student non-academic misconduct policies should not prevent a Disclosure or Formal Complaint of an incident of Gender-Based or Sexual Violence.

5. DISCLOSURE

- 5.1 Members of the AUArts community who have been subject to, have witnessed or have knowledge of Gender-Based or Sexual Violence are encouraged to submit a Disclosure of the incident as soon as they are able. Students can submit disclosures to the Registrar and employees can submit disclosures to the Executive Director, People and Culture.
- 5.2 A Disclosure of Gender-Based or Sexual Violence may be made to anyone within the AUArts Community. A member of the AUArts Community who receives a report of Gender-Based or Sexual Violence will encourage and/or support the individual to contact one of the dedicated areas of first response assistance. These offices are best suited as the first point of contact for anyone who has been subject to Gender-Based or Sexual Violence and is seeking information about the options available to them or support. These offices can assist individuals in accessing supports and in understanding the options available:
 - a. Registrar's Office, 403-284-6239, registrar@auarts.ca
 - b. Human Resources, 403-284-7639, hr@auarts.ca
 - c. Counsellor, 403-284-7666, counselling@auarts.ca
 - d. Security Office, 403-680-1451, security@auarts.ca
- 5.3 Members of the AUArts Community can choose to Disclose their experience for the purposes of seeking guidance, supports, and resources and/or to obtain information about how to make a Formal Complaint.
- 5.4 A Disclosure may relate to a person who is or is not a member of the AUArts Community and to an incident(s) that occurs on or off campus.
- 5.5 If a AUArts employee receives a Disclosure the employee has a duty to refer the individual to this Policy and the resources available in the Gender-Based and Sexual Violence Policy Appendix A: Gender-Based and Sexual Violence Resources. The employee should also direct students to contact the Registrar and employees to contact the Executive Director, People and Culture.
- 5.6 A AUArts employee may also provide the contact information for an individual making a Disclosure if the individual making the Disclosure has given written authorization.
- 5.7 A Disclosure is not a Formal Complaint and will not trigger an investigation or other steps as outlined in the Gender-Based and Sexual Violence Procedure unless AUArts becomes aware of a risk to other members of the AUArts Community or the conduct otherwise requires an investigation under applicable law.

6. FORMAL COMPLAINTS OF GENDER-BASED OR SEXUAL VIOLENCE

- 6.1 Any AUArts Community member may file a Formal Complaint of Gender-Based Violence, Sexual Assault, Sexual Harassment or Sexual Violence.
- 6.2 Formal Complaints can be submitted via Appendix C: Gender-Based and Sexual Violence Reporting Form, available on the AUArts website.
- 6.3 There is no time limit for making a Formal Complaint, however AUArts encourages individuals to make a Formal Complaint as soon as they are able to so do, recognizing that resolution may be more challenging the longer the period of time between an incident and Formal Complaint.
- 6.4 Any AUArts Community member who files a Formal Complaint will not be asked irrelevant questions during the investigation process, this includes questions relating to the individual's sexual expression or past sexual history.
- 6.5 The Formal Complaint process pursuant to this Policy is available where:
 - a. The Complainant was a member of the AUArts Community at the time of the alleged incident;
 - b. The Respondent was a member of the AUArts Community at the time of the alleged incident; and
 - c. The Respondent was a member of the AUArts Community at the time the Formal Complaint was filed.
- 6.6 Formal Complaints will be addressed in accordance with the procedures set out in the Gender-Based and Sexual Violence Procedure.
- 6.7 Formal Complaints may be made anonymously but the Complainant should be aware that this may limit the ability of AUArts to respond and investigate.
- 6.8 A Complainant has the right to withdraw a Formal Complaint at any stage of the process. However, AUArts may be required to complete an investigation, even without the Complainant's consent, if AUArts believes that the safety of members of the AUArts Community is at risk.
- 6.9 Where a Formal Complaint of Gender-Based or Sexual Violence has been reported, AUArts will protect and respect the rights of the members of the AUArts Community, to the extent possible, and will abide by the procedures set out in the Gender-Based and Sexual Violence Procedure.
- 6.10 AUArts will ensure procedural fairness when dealing with all Formal Complaints.
- 6.11 The Formal Complaint process does not preclude individuals from filing a complaint in other venues such as under the grievance process of an applicable Collective Agreement or filing a complaint of harassment or discrimination with an appropriate tribunal, or in a court of law. Such other venues or processes may impose time limits for filing a complaint.

7. UNSUBSTANTIATED FORMAL COMPLAINTS

- 7.1 If a Complainant, in good faith, makes a Formal Complaint and the investigator determines that the allegations in the Formal Complaint are not substantiated, no record of the Formal Complaint will be placed in the Complainant's or Respondent's Student or human resource file, however AUArts will retain a record in compliance with its legal obligations.

8. RETALIATION, REPRISALS AND SANCTIONS

- 8.1 An individual who is found to have breached this Policy may be subject to disciplinary action up to and including termination of employment, expulsion from AUArts or termination of any other relationship they have with AUArts. Disciplinary action will be taken in accordance with the provisions of any applicable Collective Agreement. If the Respondent is a Student, any disciplinary action will be in accordance with the Student Conduct Procedure Appendix 2: Sanctions – Student Non-Academic Misconduct and the Gender-Based and Sexual Violence Procedure: Student.
- 8.2 Individuals will not retaliate, engage in Reprisals, or threaten to retaliate against a Complainant or other individual for making a Disclosure or Formal Complaint, for having participated or co-operated in an investigation or for having been associated with an individual who has pursued their rights under this Policy, its related procedures or otherwise. Anyone engaged in such conduct may be subject to sanctions and/or discipline.

9. REVIEW

- 9.1 This Policy, procedures and associated documents will be reviewed with a wellness lens to ensure legislative compliance, at least once every 3 years.
- 9.2 Revisions of this Policy will be considered in consultation with AUArts and the Student Association.
- 9.3 Updates to the following information contained in this Policy does not require the approval of the President.
 - The supports and services outlined in Appendix A: Gender-Based and Sexual Violence Resources;
 - Appendix B: Navigating Help @ AUArts for Gender-based and Sexual Violence; or
 - Appendix C: Gender-Based and Sexual Violence Reporting Form.

E. RELATED POLICIES

- Code of Conduct Policy
- Student Conduct Procedure
- Respectful Workplace Policy
- Respectful Workplace Procedure
- Access to Information and Protection of Privacy Policy
- Gender-Based and Sexual Violence Procedure

F. RELATED LEGISLATION

- Alberta Occupational Health and Safety Act
- Post-Secondary Learning Act
- Alberta Human Rights Act
- Alberta Workers Compensation Act
- Criminal Code of Canada
- Freedom of Information and Protection of Privacy Act

G. RELATED DOCUMENTS

- Appendix A: Gender-Based and Sexual Violence Resources
- Appendix B: Navigating Help @ AUArts for Gender-based and Sexual Violence
- Appendix C: Gender-Based and Sexual Violence Reporting Form

H. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
11/28/2022	Totally Revised Policy	All	University Secretary	President
04/17/2023	Revisions	Definitions, 4.1	University Secretary	President

GENERAL AND CULTURALLY SPECIFIC RESOURCES FOR VICTIMS AND SURVIVORS	
AUArts Security	403-680-1451
Calgary Police Services	403-266-1234
SAIT Health Services Clinic 8:00am - 4:30pm Monday to FridayNR041 Senator Burns Building SAIT Campus	403-284-8000
AUArts Registrar	403-284-6239
AUArts Counselling Office	403-284-7666
AUArts Students Association Office	403-284-7625
Student Association Resources	<p>May is Sexual Violence Awareness Month</p> <ul style="list-style-type: none"> We have a local section in our resource list for services that assist those who have experience sexual violence. Students for Consent Culture is a great resource for students and members of campus.
AUArts Human Resources Office	403-284-7639
Homewood Health Employee and Family Assistance Program	1-800-663-1142

Telephone Resources by Region			
Region	Sexual Assault Centre	24 hr crisis line	Office Phone
Bonnyville	Dragonfly Sexual Assault Services		780-815-4456
Calgary	Calgary Communities Against Sexual Abuse	1-877-237-5888	403-237-5888
Calgary	Calgary Sexual Assault Response Team	811 (Healthlink) 1-888-237-5888	403-955-6030
Calgary	STI Clinic		403-955-6700
Calgary	YWCA- YWCALGARY	403-266-0707	

Calgary	Awo Taan Healing Lodge – Women’s Emergency Shelter	403-531-1972 403-531-1976	
Calgary	Calgary Women’s Emergency Shelter	24- Hour Family Violence Hotline: 403-234-7233	
Edmonton	Sexual Assault Centre of Edmonton	1-780-423-4121	780-423-4102
Edmonton	University of Alberta Sexual Assault Centre		780-492-9771
Fort McMurray	Waypoints: Sexual Assault Program	1-780-791-6708	780-743-4691 ext. 6708
Grande Prairie	Pace, Grande Prairie & Area’s Community Support, Sexual Assault, and Trauma Centre	1-888-377-3223	780-539-6692
Lethbridge	Sexual Violence Action Committee	403-320-1881 1-866-296-0447	403-327-5724
Lloydminster	Lloydminster Sexual Assault & Information Centre	1-306-825-8255	306-825-8255
Medicine Hat	Southeastern Alberta Sexual Assault Response Committee	1-800-661-7949	403-548-2717
Red Deer	Central Alberta Sexual Assault Support Centre	1-866-956-1099	403-340-1124
Sherwood Park	Saffron Centre	1-888-416-7722	780-449-0900
Stettler	Association for Communities Against Abuse	1-866-807-3558	403-742-3558

Local (Alberta/ Calgary) Website Resources

Sheldon M. Chumir - Alberta Health Services	Indigenous Mental Health Program
Elbow River Healing Lodge - Alberta Health Services	Elbow River Healing Lodge
Government of Alberta: Crisis support for gender-based violence survivors	Crisis Support – Alberta.ca
Government of Alberta: Sexual Violence – Get Help	Sexual violence – Get help Alberta.ca
Alberta SafeLink	https://safelinkalberta.ca/
Centre for Sexuality	https://www.centreforsexuality.ca/
Momentum Counselling	https://momentumcounselling.org/anchor-mens-group/
The Alex	https://www.thealex.ca/get-support/

Alberta Association of Sexual Assault Services (#IBelieveYou)	Our Arms Are Open AASAS
Native Counselling Services of Alberta	Native Counselling Services of Alberta (nca.ca)
Ruths House Canada	https://www.facebook.com/RuthsHouseCanada/
Calgary's Centre for Gender and Sexual Diversity	Outlink: Calgary's Centre for Gender and Sexual Diversity
Alberta Association of Sexual Assault Services	Alberta Association of Sexual Assault Services
Sexual Assault Centre of Edmonton	Learn • Sexual Assault Centre of Edmonton (sace.ca)
Awo Taan Healing Lodge – Women's Emergency Shelter	https://www.awotaan.org/
YWCA Calgary	https://www.ywcalgary.ca/
Reset Society of Calgary	https://resetcalgary.ca/
Calgary Women's Emergency Shelter	https://www.calgarywomensshelter.com/about
Skipping Stone - Providing affirming care to trans and gender-diverse youth, adults and families	https://www.skippingstone.ca/
University of Calgary sexual and gender-based violence support and response coordinator- Carla Bertsch	https://www.ucalgary.ca/sexual-violence-support/meet-team

National (Canadian) Resources

Hope For Wellness Helpline	Hope for Wellness Chat
Trans Lifeline	Home Trans Lifeline
LGBT Youth Line	Lesbian Gay Bi Trans Youth Line

EDUCATIONAL RESOURCES

Sagesse	https://www.sagesse.org/what-we-do/
Students for Consent Culture	<p>Pass the megaphone: SFCC's advocacy toolkit (Link Here)</p> <p>SFCC Certificate Program - As part of SFCC's Beyond Consent speaker series, SFCC will be offering microcredentials to supplement your resumes, CVs, and co-curricular records through the SFCC Certificate Program (Link Here)</p>
Courage to Act	National SkillShare Series - Our National Skillshare Series is back with a new set of exciting learning opportunities running from November 2021

	<p>- September 2023! Join us for free, virtual workshops and webinars led by subject matter experts. The National Skillshare Series is open to individuals and institutions ready to address and prevent gender-based violence at post-secondary institutions in Canada. National Skillshare Series — Courage to Act</p>
Communities of Practice Tools:	<p>Essential Elements for Non-Punitive Accountability: a Workbook for Understanding Alternative Responses to Campus Gender-Based Violence (Link Here)</p>
	<p>Institutional Complaints Processes Learning Hub (Link Here)</p>
	<p>Navigating Power Dynamics and Boundaries as a Graduate Student (Link Here)</p>
	<p>Pathways to Engagement: Institutional and Program-level Considerations to Engage Men and Prevent Sexualized and Gender-Based Violence on Post Secondary Campuses (Link Here)</p>
	<p>Response to Disclosures and Support for People Affected by Gender-Based Violence at Post-Secondary Institutions in Canada: Guidelines for an Evaluation Framework (Link Here)</p>
	<p>Tool #1: Strategies to Engage Post-Secondary Staff in the Prevention of Sexual Violence (Link Here)</p>
	<p>Tool #2: Evaluation of Staff Engagement in Initiatives to Address Gender-Based Violence (Link Here)</p>
	<p>Supporting International Students Affected by GBV: A Customizable Tool for International Students, Post-Secondary Administrators, and Frontline Workers (Link Here)</p>
	<p>Courage Catalysts: Creating Consent Culture on Campus (A Toolkit by Students, for Students) (Link Here)</p>
	<p>Key Principles of Gender-Based Violence Investigations at PSIs: A Guide for Workplace Investigations (Link Here)</p>
	<p>Supporting the Whole Campus Community: A Roadmap Tool for Working with People Who Have Caused Harm (Link Here)</p>
Courage to Act Tools:	<p>#ConsentIsNotCancelled: Promising Practices from the National Skillshare on Online Gender-Based Violence Prevention Education (Link Here)</p>
	<p>Taking Courageous Action: Recommendations and Resources for PSIs to Address GBV on Campus (Link Here)</p>
	<p>Answering Calls For Justice Within PSIs (National Inquiry On Missing And Murdered Indigenous Women & Girls) (Link Here)</p>

	<p>National Database of Campus Sexual Violence Support and Prevention Offices (Link Here)</p> <p>Environmental Scan of Relevant Gender-Based Violence Policies and Law for Canadian Post-Secondary Institutions (Link Here)</p> <p>Solidarity, Collective Care & Sustainability: Responding to Gender-Based Violence (Link Here)</p> <p>Resources For Gender Justice Advocates To Challenge Anti-Black Racism (Link Here)</p> <p>Resources For Gender Justice Advocates To Challenge Anti-Asian Hate (Link Here)</p> <p>Resources For Gender Justice Advocates To Affirm And Support 2SLGBTQIA Gender-based Violence Survivors On Post-secondary Campuses (Link Here)</p>
<p>A Comprehensive Guide to Campus Gender-Based Violence Complaints: Strategies for Procedurally Fair, Trauma Informed Processes to Reduce Harm:</p>	<p>Section 1: Introduction</p> <p>Section 2: Complaints Process Design</p> <p>Section 3: Complaints Process Design</p> <p>Section 4: Unsettled Questions</p>
<p>Education and Training ToolKit:</p>	<p>Summary</p> <p>Chapter 1: Key Concepts from the Courage to Act Report</p> <p>Chapter 2: Evaluate and Assess your Prevention Program</p> <p>Chapter 3: Assess the Needs of your Campus Community (Worksheets)</p> <p>Chapter 4: Build an Education Task Force</p> <p>Chapter 5: Develop an Action Plan</p> <p>Chapter 6: A Workbook for Campus Gender-based Violence Educators</p>

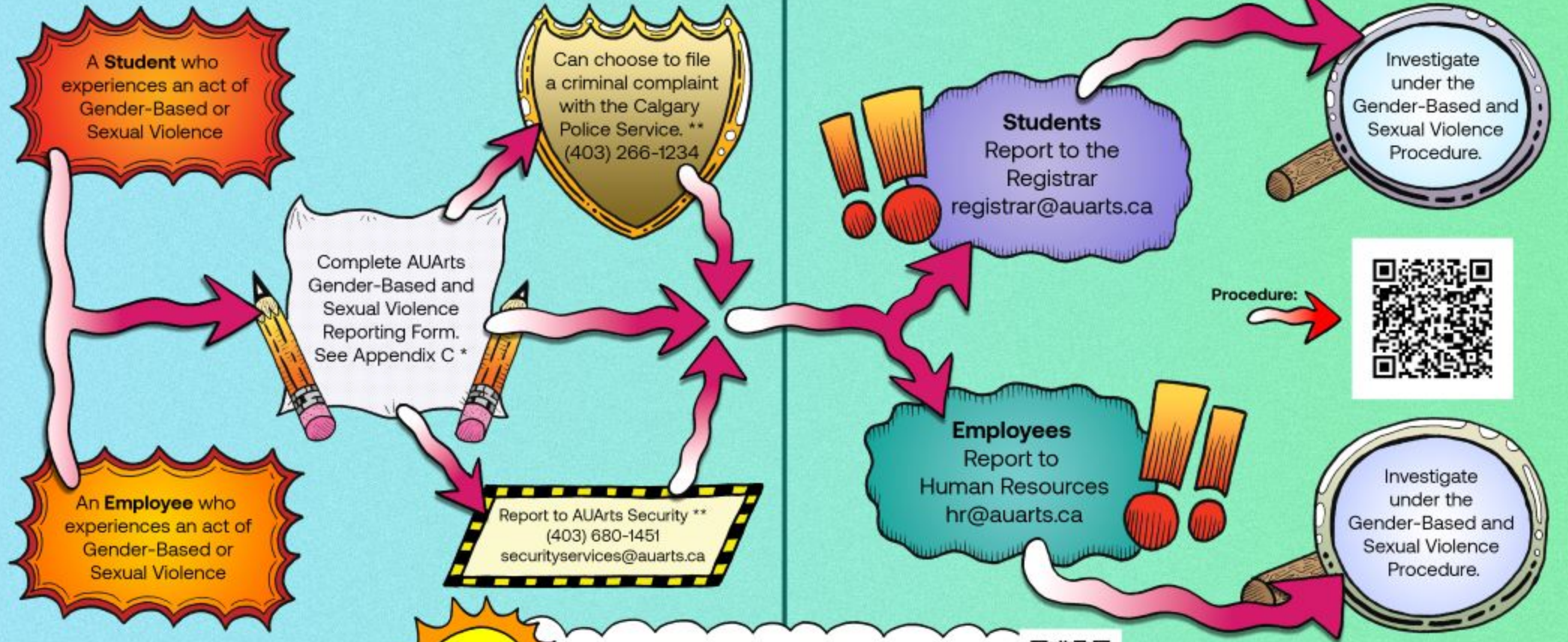


Support options will be available to you through all stages of this process regardless of whether or not you formally report the incident.

In an emergency or immediate danger? Please call AUArts Security (403) 680-1451 or 911.

Disclosure

Investigation



** Individual can choose to report to AUArts Security or the Police before completing the report form or the investigation steps.

Counselling and wellness services are available for you during all steps of the process.

THIS REPORTING TOOL IS FOR NON-EMERGENCY INCIDENTS ONLY.

If this is an EMERGENCY situation, please CALL **911**.

Any member of the Alberta University of the Arts (AUArts) community who has experienced or witnessed gender-based or sexual violence can choose to use this form to formally report the incident to AUArts. A report initiates a formal process under AUArts' Gender-Based and Sexual Violence Policy.

A formal report is not required to access support. If you are unsure about how you would like to proceed, you are encouraged to contact one of the following offices to seek support, or guidance to make an informed decision:

- A. Registrar's Office, 403-284-6239, registrar@auarts.ca
- B. Human Resources, 403-284-7639, hr@auarts.ca
- C. Counsellor, 403-284-7666, counselling@auarts.ca
- D. Security Office, 403-680-1451, security@auarts.ca

Electronic submission of the Form: The Security Office will receive, review, and refer matters involving students to the Registrar's Office and matters involving employees or contractors to Human Resources.

Paper/Hard copy submission of the Form: A printed copy of the completed form may be provided, in a sealed envelope, to the office of the Registrar, Human Resources, Student Counsellor, or Security.

The respective office will contact you directly to confirm the information on this form and next steps. Once complete, this form is considered confidential. All information you add to the form is optional.

1. Information about the individual making the report (i.e., Complaint, Witness):

Your Full Name: _____

I am a (check all that apply): [drop down list to be created]

- | | | |
|--|---------------------------------|----------------------------------|
| <input type="checkbox"/> Student | <input type="checkbox"/> Staff | <input type="checkbox"/> Faculty |
| <input type="checkbox"/> Volunteer | <input type="checkbox"/> Alumni | |
| <input type="checkbox"/> Other (please specify): _____ | | |

2. Please provide the contact information for your preferred method of contact (phone, email or both). *Please note, if you do not provide a contact method, we cannot follow up.*

Phone: _____

Email: _____

If phone number provided, can a message be left? Yes No

3. **Incident Date and Time:**

4. **Incident Location:**

5. **Information about the individual alleged to have breached the Gender-Based and Sexual Violence Policy (i.e., Respondent)**

Is the respondent a current member of AUArts? (i.e. student, staff or faculty)

Please choose one:

Yes No I don't know

If known, what is the Respondent's role at AUArts (check all that apply)?

- Student Staff Faculty
 Volunteer Alumni
 Other (please specify): _____

6. Please share any information you are comfortable writing about regarding the incident.

7. Is there any other information you would like to provide?

The personal information provided in this form is collected under the authority of the Alberta Freedom of Information and Protection of Privacy Act (FOIP Act) – Section 33(c). This information will be used to process and respond to the information in this form. Questions regarding the collection, use, disclosure or retention of this personal information can be directed to the FOIP Coordinator at FOIP@auarts.ca or 403-830-5896.