



Sexual and Gender-Based Violence Policy

This document is the parent policy for any College procedures or regulations. Questions regarding this policy are to be directed to the identified Policy Administrator.

Policy Statement:

The Board of Governors, Northern Lakes College is committed to ensuring a safe and positive working and learning environment which is free from Sexual and Gender-Based Violence. The College is committed to preventing and addressing Sexual and Gender-Based Violence and holding those who have committed Sexual and Gender-Based Violence accountable. This policy and the related procedures help to ensure that those who experience Sexual and Gender-Based Violence are taken seriously and their rights are respected.

Sponsor:	Governance
Policy Owner:	President & CEO
Policy Administrator:	Executive Director, Human Resources and Health & Safety
Approved By:	Board of Governors
Approval Date:	November 21, 2022
Effective Date:	March 3, 2023

Objective:	<p>The purpose of this policy is to prevent, identify, and address Sexual and Gender-Based Violence to or by the College Community by implementing a comprehensive Sexual and Gender-Based Violence prevention and response program.</p> <ol style="list-style-type: none"> 1. Principles <ol style="list-style-type: none"> A. The College is committed to maintaining a safe and positive learning and working environment by promoting an environment free from Sexual and Gender-Based Violence and challenging the attitudes, beliefs, norms and practices associated with Rape Culture. Sexual and Gender-Based Violence will be taken seriously, and prevented, identified, and addressed. B. The College recognizes that Sexual and Gender-Based Violence can have an intersectional impact on all members of the College Community, regardless of culture, gender identity, gender expression, sexual orientation, age, race, ethnicity, ability, religion, politics, and socio-economic status, as articulated in the Alberta Human Rights Code. C. The College recognizes that individuals who have experienced Sexual and Gender-Based Violence may experience physical injury, psychological trauma, interpersonal challenges, and performance problems, and is committed to providing information, resources, and support. D. The College is committed to ensuring that survivors of Sexual and Gender-Based Violence are supported and that their autonomy, rights, needs, wishes, and choices are prioritized with a dedication to taking a Survivor-Centered and Trauma-Informed approach and with a commitment to building a Culture of Consent. E. The College is committed to implementing a comprehensive Sexual and Gender-Based Violence prevention program through the creation and implementation of policies, procedures, education, training, investigation,
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	<p>assessment, response, and support. Wherein all matters arising under this policy and the related procedures will be dealt with in a respectful, fair, unbiased, and timely manner that ensures procedural fairness and due process.</p> <p>F. The College will protect personal information to the fullest extent possible consistent with laws related to all matters arising under this policy and the related procedures; however, information will be shared on a “need to know” basis and confidentiality cannot be assured if there are concerns about imminent and/or serious harm towards self or others.</p> <p>G. Nothing in this policy and the related procedures precludes an individual from seeking recourse through criminal or civil proceedings and any action taken under this policy or the related procedure is separate from reporting options outside of the College.</p> <p>2. Scope</p> <p>A. This policy and the related procedures:</p> <ul style="list-style-type: none"> i. Apply to Sexual and Gender-Based Violence to or by any member of the College Community or a Community Member which occurs on or could occur on College Property or at a College Activity, including, but not limited to, online environments. ii. Speaks to how the College will prevent and address Sexual and Gender-Based Violence to or by the College Community. iii. All emergencies should be reported immediately to the police by calling 911. When concerns involve risk of sexual violence towards the Survivor or others, also notify the police and Facilities Security Services. <p>3. Policy Review</p> <p>A. The Sexual and Gender-Based Violence Policy will be reviewed every three years or more often if:</p> <ul style="list-style-type: none"> i. There is an incident of Sexual Violence; or ii. The Occupational Health and Safety Committee or representative requests a review.
<p>Guidelines:</p>	<ol style="list-style-type: none"> 1. The College will conduct a hazard assessment and control process to identify situations that could put the College Community at risk for Sexual and Gender-Based Violence in accordance with the Occupational Health and Safety Code, Alta Reg 87/2009. 2. The College will develop and implement Sexual and Gender-Based Violence prevention procedures which include measures to eliminate or manage risk for Sexual and Gender-Based Violence and information about the nature and extent of the Sexual and Gender-Based Violence risk. 3. The College will provide access to training about the nature and extent of Sexual and Gender-Based Violence risk, this policy and related procedures, how to prevent, report, and document incidents of Sexual and Gender-Based Violence, and best practices for responding to any Disclosure or Complaint of Sexual and Gender-Based Violence in a supportive and sensitive way. Specific Sexual and Gender-Based Violence support and sensitivity training will be provided to those College employees who have a defined role in the Complaint process. 4. The College will develop and implement procedures to be followed for conduct investigations or risk assessments, including information about immediate

	<p>actions, interim measures, corrective actions, management strategies, documentation, information requests, and the appeal process.</p> <ol style="list-style-type: none"> 5. The College will not cite survivors for any violations under the College’s policies dealing with non-academic misconduct, or the Drug and Alcohol Policy and Procedure, related to substance use during any incident of sexual and gender-based violence that is the subject of a Disclosure or Complaint. 6. The College will provide the College Community with information about resources on and off campus concerning how to obtain assistance that will be tailored to an individual’s culture and diversity and will offer support to the College Community after an incident of Sexual and Gender-Based Violence, including but not limited to recommendations regarding police, victim services, medical care, counselling, or legal services, and appropriate accommodations.
<p>Definitions:</p>	<p>College is Northern Lakes College.</p> <p>College Community includes, but is not limited to, students, employees, the Board of Governors, Community Education Committees, visitors, volunteers, consultants, and service and supply contractors and their employees while they are on the College Property or engaged in College Activities.</p> <p>College Activity includes any event, project, delivery of educational content, or other activity, regardless of location, which has been sanctioned by a College official, including, but not limited to, online environments.</p> <p>College Property includes property provided by the College to enable work and learning to be performed, as well as information and material collected or created by College employees in the course of employment, is owned or leased by the College. Property may include, but is not limited to: furniture, equipment (photocopiers, calculators, lab equipment, staplers, etc.), keys, tools, clothing, petty cash/change funds, control/access cards, procurement cards, books and College paid subscriptions, employee ID cards, supplies, and information system resources and files (records and information compiled and maintained in the course of employment) and information technology equipment (computing devices, mobile communication devices, phone cards, printers, long distance access codes, printers, other peripheral devices); applications and operating systems that run on these devices; servers, mainframes and other technologies; and files, emails and data developed and maintained in the course of employment.</p> <p>Complaint involves formal verbal or written report by member of the College Community to a college official alleging sexual and/or gender-based violence misconduct.</p> <p>Consent is the voluntary agreement of a person to engage in the activity in question. Conduct short of a voluntary agreement to engage in the activity does not constitute consent as a matter of law. Situations in which no consent has been obtained include, but are not limited to, 1) when a person expresses, by words or conduct, a lack of agreement to engage in the activity, 2) when a person, having consented to engage in activity, expresses, by words or conduct, a lack of agreement to continue to engage in the activity, 3) when a person is incapable of consenting to the activity (e.g., due to age, ability, intoxication, and competence), and 4) when a person is induced to engage in activity by someone in a position of trust, power or authority.</p>

	<p>Culture of Consent is a culture in which communication and mutual consent are the norm. It is a culture that does not force anyone into anything, respects bodily autonomy and is based on the belief that a person is always the best judge of their own wants and needs.</p> <p>Disclosure involves an informal verbal or written report or account by a member of the College Community to a member of the College Community that they have experienced sexual violence and/or gender-based violence.</p> <p>Gender-Based Violence includes any actual, attempted or threatened violence that is committed against someone based on their gender identity, gender expression or perceived gender. Gender-Based Violence includes but is not limited to physical violence; sexual violence, harassment and stalking, cyber-based violence and financial, or emotional abuse.</p> <p>Intersectional means the acknowledgement that an individual can occupy a number of political and social identities and that this has an impact on that individual. Those identities and social categorizations can be understood under racial, gender, sexual, religious, disabled, class, and religious lines, to name a few. The overlap of any of these identities creates a complex system of discrimination where individuals face multiple oppressions.</p> <p>Rape Culture is a culture in which dominant ideas, social practices, media images, and societal institutions implicitly or explicitly condone Sexual Violence by normalizing or trivializing Sexual Violence and by blaming Survivors for the abuse.</p> <p>Sexual Violence includes any actual, attempted or threatened bodily harm involving contact or communication of a sexual nature with another person that is intentional and unauthorized. Sexual Violence includes, but is not limited to, unwanted sexual approach, sexual battery (e.g., rape, sexual touching), unwanted sexual communication (e.g., threats of sexual violence, obscene letters, gifts, phone calls), violating property rights for sexual purposes (e.g., theft of fetish objects).</p> <p>Survivor is someone who has experienced sexual violence and may choose to identify as a survivor. For the purposes of conduct investigations, the survivor will also be referred to as the complainant.</p> <p>Survivor-Centered is an approach that promotes the autonomy, rights, needs, wishes, and choices of the survivor.</p> <p>Trauma-Informed is an approach that is grounded in an understanding of and responsiveness to the impact of trauma.</p>
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Related Northern Lakes College Documents:	<p>Governance – Safe Disclosure Policy</p> <p>Human Resources – Respectful Workplace Policy</p> <p>Human Resources – Respectful Workplace Procedure</p> <p>Governance – Sexual and Gender-Based Violence Procedure</p> <p>Student Services – Student Conduct Policy</p> <p>Student Services – Student Conduct Procedure</p>
Related External Information:	<p>Alberta Human Rights Legislation</p> <p>Alberta Occupational Health and Safety Code</p>

	Criminal Code of Canada (R.S.C., 1985, c. C-46) Freedom of Information and Protection of Privacy Act Courage to Act Report 2022
Stakeholders Consulted:	Academic Council: Mar 2017 Employee Management Advisory Committee: Apr 26, 2017; Oct 31, 2022 NLC Students Association: Feb 2017; Oct 11, 2022 Operations Policy Review Committee: Mar 21, 2017 (defunct) Student Wellness Committee: Jan 2017 President’s Advisory Team: Nov 2, 2022 Occupational Health & Safety Committee: Nov 9, 2022 Advanced Education: March 3, 2023
Next Review Date:	November 20, 2025
Revision History:	August 24, 2017: NEW November 21, 2022: Update based on AE requirements