

Office of the Diversity and Human Rights Advisor

Annual Report

For the period April 1, 2018 – March 31, 2019

INTRODUCTION

The position of Diversity and Human Rights Advisor (DHRA) was created in May 2016 and reports up through the Chief Human Resources Officer. The DHRA provides services that are confidential and impartial to all members of the Brandon University Community. The main responsibilities of the DHRA are:

- Promoting Human Rights principles and practices through the implementation of policies related to preventing and addressing discrimination and harassment.
- Implementing diversity and inclusion programs.
- Providing Education and Training to the campus community.
- Conducting/overseeing investigations, workplace assessments, audits, and reporting on progress.

In this third year of the position, the DHRA focused on providing the campus community with educational opportunities around basic conflict resolution and human rights principles, providing consultation and complaint resolution services to students, faculty and staff and revising and amalgamating the Discrimination and Harassment Policies and Procedures into one document, with revisions to address some of the gaps and issues that became apparent as the document was put to use. A greater focus was also placed on Equity, Diversity and Inclusion (EDI) planning and initiatives.

POLICY PLANNING AND DEVELOPMENT

Discrimination and Harassment Prevention Policy and Procedures

The Discrimination and Harassment Policy and Procedures were originally approved by the Board of Governors in June 2017. During the time period covered by this report the DHRA conducted training for the university community and solicited feedback from participants. Feedback was also collected from experts in workplace investigations, colleagues in human rights offices at other institutions, and Brandon University stakeholders, including faculty association and union executives and student services personnel. The revised Discrimination and Harassment Prevention Policy and Procedures document was approved by the Board of Governors in March 2019. As was requested by faculty association and union executive, changes to the Policy and Procedures and the rationale for these changes were documented and can be found on the DHRA's web page (<https://www.brandonu.ca/diversity/>).

Equity, Diversity and Inclusion Action Plan

The DHRA worked with the VP Research, the Manager Research Services and the current Canada Research Chairs to develop online information on equity, diversity and inclusion at Brandon University

specific to the Canada Research Chair Program (CRCP). The web page can be viewed [HERE](#). The same group then went on to develop a campus wide Equity, Diversity and Inclusion Action Plan which was required by the CRCP. This action plan can be viewed [HERE](#).

COMMITTEE WORK

Diversity and Inclusion Advisory Committee

The DHRA Chairs the Diversity and Inclusion Advisory Committee (DIAC) which has as its mandate to advise the DHRA on plans and initiatives to support our commitment to diversity, inclusion and employment equity, and to communicate and promote these initiatives. During the 2018/2019 fiscal year, this committee met to set goals for the academic year, but was inactive beyond that.

Some of the goals set by this committee which were either completed or moved forward by the DHRA include:

- **Entering existing data for the Employment Equity Questionnaire into the Human Resources Information System.** This was completed in the summer of 2018, and the data has been kept up to date with all new hires.
- **Providing ongoing professional development on campus to increase awareness and understanding of diversity, equity and human rights.** In addition to the development opportunities listed under “Education and Awareness Initiatives”, which were either delivered or organized by the DHRA, several campus departments offered related training/learning opportunities including
 - Developing your Cultural Awareness
 - The Kairos Blanket Exercise
 - Reconciliation through Indigenous Education (online UBC course)
 - Mental Health First Aid
 - Planning an Accessible Event
- **Plan and execute community/awareness events**
 - Brandon Pride
 - Orange Shirt Day
 - Truth and Reconciliation Calls to Action on Education posters
 - December 6 Vigil
 - Niigaan Sinclair
- **Establish Multifaith Prayer Space on campus.** A space in the Music Building was identified in 2018, renovations (including the installation of an ablution station) were complete in early 2019 and the official opening of the space occurred on March 22, 2019.

Sexual Assault Advisory Group

As a member of SAAG Subcommittee, which worked on revising the Sexualized Violence policy and the interim protocol, the focus of the DHRA has been human rights issues, fairness, transparency and due process. The subcommittee met several times in the spring of 2018 to discuss updates and revisions to the policy and protocol.

Status of Women Review Committee

The DHRA sits on the Status of Women Review Committee (SWRC), providing updates on the activities of the SAAG group, the DIAC and other activities of the office. The DHRA has also assisted the SWRC with events such as the International Women's Day event which recognizes exceptional female students at Brandon University.

This year the DHRA is also chairing the subcommittee working on the 5 Year Review on the status of women at BU, a quinquennial report mandated by Article 30 (I) of the BUFA collective agreement. The report is scheduled to be completed over the summer of 2019.

World University Service Canada (WUSC) Committee

The DHRA sits on the Brandon University WUSC Committee, which brings in 2-3 student refugees each academic year. The committee is involved in selecting appropriate students from application materials provided, administering funds and supporting these students through their first year at the university and beyond.

Manitoba Post-Secondary Institutions Working Group on Bill 15

The DHRA, along with the Dean of Students and the Sexual Violence Education and Prevention Coordinator, has represented Brandon University on the PSI working group for Bill 15; the *Sexual Assault Awareness and Prevention Act*. This working group consists of representatives from Manitoba's Post-Secondary institutions who plan to share resources and develop training and systems together to satisfy the requirements under the Act.

EDUCATION AND AWARENESS ACTIVITIES

Internal Workshops

During this period the DHRA facilitated

- 7 two-hour workshops on the Discrimination and Harassment Prevention Policy and Procedures, with a total of 86 participants.
- 4 two-hour Dealing with Conflict Productively workshops, with a total of 42 participants.
- 2 half-day Myers Briggs Type Indicator workshops, with a total of 24 participants.

New Employee/Faculty Orientation

The DHRA is involved in orienting new staff and faculty to human rights and employment equity issues.

Workshops by external facilitators

During this period the DHRA arranged for external facilitators to deliver the following training on campus:

- 3 four-hour LGBT2SQ+ Awareness and Positive Spaces Workshops, facilitated by SERC's program facilitator, with a total of 30 participants

CONSULTATIONS AND COMPLAINT RESOLUTION

The following page gives details of the types of services provided to individuals and groups at Brandon University in the areas of conflict resolution, responding to difficult behaviour and responding to complaints of discrimination and harassment.

Of the 5 internal complaints addressed during the 2017/18 fiscal year, one resulted in a University initiated Investigation by the DHRA and two resulted in investigations carried out by an investigator external to the university. Two complaints that were filed were found not to reach the threshold for discrimination or harassment.

No new external complaints were received during the period of time covered by this report. There was one outstanding complaint before the Manitoba Human Rights Commission at the beginning of the period and it remains open pending investigation by the Commission.

Office of the Diversity and Human Rights Advisor Consultation/Complaint Dashboard		April 1, 2018-March 31,2019			
Total number of Consultations/Complaints		44			
Carried over from previous period		7			
Received during the period		37			
Closed During the period		39			
Open at the end of the period		5			
Type of Activity		Number of New Cases			
Consultations – in these situations the DHRA provides support and guidance to community members on ways to address their concerns directly		17			
Group assessments – these are used in instances where it is perceived that there is more than one source of conflict in an area or there is a need for a systemic change		1			
Internal Complaints – in these situations a member of the university community has submitted a complaint in writing against another member or members of the university community in order to request an investigation and institutional action		5			
University Action – in these situations the university undertook remedial actions such as performance discussion with employees or students, shuttle diplomacy, mediated conversations or workplace or learning environment accommodations		16			
External Complaints – in these situations there has been a complaint lodged with an external body such as the Manitoba Human Rights Commission or the Manitoba Ombudsman which the University must respond to		0			
Total		39			
Complaint Type (only includes internal and external complaints)		Respondent Type (only includes internal and external complaints)			
Personal Harassment	3	Student	1	Faculty	3
		Staff	1	Institution	0
Sexual Harassment	1	Complainant type (only includes internal and external complaints)			
Discrimination/harassment based on race	1	Student	2	Faculty	2
		Staff	1		
Discrimination/harassment based on sex	0	Client type (includes all who accessed the office for complaints/consultations)			
Discrimination/harassment based on disability	0	Student	12	Other	6
		Staff	7	Faculty	13

Diversity and Human Rights Advisor

Intakes by month – Year over Year Comparison

The chart below shows the number of intakes by the DHRA during the current reporting period in comparison to the previous two fiscal years. As the incumbent began in this role May 16, 2016 there are no intakes reported for April of 2016. The number of intakes this year (36) fell between the numbers for 2016/17 (30) and 2017/18 (45).

Intake numbers are expected to be higher throughout the time period of September – April when the number of people, especially students, on campus is higher, and there are often spikes during the weeks leading up to the end of term as these are high stress times for both employees of the University and its students. This is illustrated by the high number of intakes in November for the first two time periods recorded, and in April 2018.

