



BOARD OF GOVERNORS MEETING

OPEN AGENDA

Date:	November 24, 2022
Time:	9:00am - 2:00pm (EST)
Locations:	<p>Thunder Bay Campus: Senate Chambers (UC1001) Board Members attending in person are asked to bring a device and connect to the Zoom meeting to improve the experience for those participating virtually.</p> <p>Orillia Campus: Room OA3041 (will be connected to the Senate Chambers)</p> <p>Join Zoom Meeting: https://lakeheadu.zoom.us/j/93590582129?pwd=WTYvNllo4MDFpOTBFek5FaGVvSDVMQT09 Meeting ID: 935 9058 2129 Passcode: 835771</p> <ul style="list-style-type: none">• For technical support phone 1-866-652-8657 or email multimed@lakeheadu.ca• To test ahead of time visit https://zoom.us/test• Please remember to mute yourself when possible
On Campus WiFi Network: LUGuest / WiFi Password: LUGuest8	

Board of Governors Members: Brandon Rhéal Amyot; Robert Arnone; Karen Boz; Peter Caldwell; Dr. Claudine Cousins; Ann Dumyn; Thomas Kehoe; Dr. Don Kerr; Angela Maltese (Chair); Pauline MickelMichael Nitz; Rachael Paquette; Dr. Moira McPherson; Anna Sampson; Mark Smith; Cathy Tuckwell; Maria Vasanelli

Administrative Resources: Marcie Morrison (Recorder) – Acting Associate University Secretary; Yvonne Roussel (Secretary) - Interim University Secretary

To view and/or download supporting documents, click on the blue hyperlinks below.

Item	Presenter(s)	Time*
*Timing is approximate and may be changed by the Board		
Traditional Land Acknowledgement		
Welcome and Introduction of New Members		

1.	Approval of Agenda	Maria Vasanelli	9:00am
	MOVED that the agenda be approved.		
2.	Need for In Camera Items to be Declared	Maria Vasanelli	
	Members are reminded that items arising that need in camera attention should be declared at the point of discovery.		
3.	Declaration of Conflict of Interest	Maria Vasanelli	
	Members are reminded of their duty to declare a conflict of interest should awareness of conflict arise at any time during the meeting.		
4.	Code of Conduct at Meetings	Maria Vasanelli	
	Members are reminded of the Board approved Code of Conduct in place to promote a positive environment.		
5.	Chair's Report	Maria Vasanelli, Ardyce Kouri	15min 9:05am
	<ul style="list-style-type: none"> Presidential Search Update 		
6.	President's Report	Dr. Moira McPherson	15min 9:20am
	<ul style="list-style-type: none"> Addendum to the President's Report to the Board on the Auditor-General of Ontario's Special Report 		
7.	Consent Agenda	Maria Vasanelli	5min 9:35am
	<p><i>For Information: The Board Bylaws provide that items for approval under the Consent Agenda may include non-controversial items and routine items that are regularly discussed including without limitation Board Standing Committee reports, reports from other committees with Governor representatives, approvals of Adjunct Professors, and appointment of academic chairs. Any Governor may require that an item be removed from the Consent Agenda portion of the meeting and placed as a separate item on the agenda to allow discussion or debate on the item.</i></p> <p>MOVED that the Consent Agenda be approved.</p>		
C1.	Previous Minutes		
	<ul style="list-style-type: none"> Approval of the September 29, 2022 Minutes 		

C2.	Executive Committee Report - for information <i>For Information: The Board Executive Committee discussed items of business that were sensitive or confidential in nature during its meeting on November 3, 2022. A confidential report was provided during the in camera session.</i>
C3.	President's Report on Appointments
C4.	Audit and Risk Committee Report (of the November 3, 2022 meeting)
C5.	External Relations Committee Report (of the November 2, 2022 meeting)
C6.	Finance and Operations Committee Report (of the November 3, 2022 meeting)
C7.	<p>Governance and Nominating Committee Report (of the November 2, 2022 meeting)</p> <p>a. Internal Reappointment</p> <p>Anna Sampson (Staff Member):</p> <p>MOVED to approve that Anna Sampson be reappointed for a three year term, commencing at the close of the 2022 annual meeting, through to the close of the 2025 annual meeting.</p> <p>b. Board of Governors Equity, Diversity and Inclusion Policy</p> <p>i. Current Policy</p> <p>ii. Proposed Policy</p> <p>MOVED that the proposed amendments to the Board of Governors Equity, Diversity and Inclusion Policy be approved.</p>
C8.	Learning and Liaison Committee Report (of the November 2, 2022 meeting)
C9.	<p>Human Rights Review Pool Appointments</p> <p>MOVED that the following individuals be appointed to the Human Rights Review Pool, commencing immediately through to the close of the annual meeting in 2025 pursuant to paragraph 6 of the Human Rights Policy:</p> <ol style="list-style-type: none"> 1. BUSET, Hope 2. BAXTER, Denise 3. GOKANI, Ravi 4. HOVEV, Angela

			<ul style="list-style-type: none"> 5. PANNU, Aroma 6. SAMA, Senie 7. VISSER, Beth 8. WILLIAMS, Fay 9. YOUSAF, Farhan 		
	C10		<p>Other Informational Items</p> <ul style="list-style-type: none"> a. Ogimaawin Indigenous Education Council Report (of the October 17, 2022 meeting) b. Senate Report (of the October 24, 2022 meeting) 		
8.	Items for Discussion from Committee Reports				
	8.1		<p>Audit and Risk Committee</p> <ul style="list-style-type: none"> a. Sexual and Gender Based Violence Response Policy and Procedures <ul style="list-style-type: none"> i. Current Policy ii. Proposed Policy iii. Proposed Procedures <p>MOVED that the proposed Sexual and Gender-based Violence Response Policy and Procedures be approved.</p>	Mark Smith	20min 9:40am
9.	Sexual and Gender-based Violence Review Pool Appointments			Kathy Pozihun	5min 10:00am
			<p>WHEREAS the Sexual and Gender-based Violence Response Policy is legislated by the Ministry of Training, Colleges and Universities “Act and the Private Career Colleges Act, 2005,” which requires that both the policy and the procedures be approved by the Board of Governors;</p> <p>AND WHEREAS the current pool appointments no longer meet the criteria in paragraph 6 of the Sexual and Gender-based Violence Response Policy approved by the Board of Governors on November 24, 2022;</p> <p>MOVED that the current pool appointments be rescinded; and</p>		

	THAT the following individuals be appointed to the Sexual and Gender-based Violence Review Pool, commencing immediately through to the close of the annual meeting in 2025 pursuant to paragraph 6 of the Sexual and Gender-based Violence Response Policy: 1. CHAPMAN, Frances 2. CHISHOLM, Jennifer 3. CLIFFORD, Lorne 4. LADE, Timothy 5. McQUEEN, Karen 6. MURPHY, Jodie 7. PRISCIAN, Theresa 8. RHEAL AMYOT, Brandon 9. RUSNICK-KINISKY, Rodi-Lynn				
10.	Board of Governors 2022-23 Annual Workplan <i>For information: The workplan will be presented for approval during the in camera session and will include open and in camera workplan items.</i>			Maria Vasanelli	5min 10:05am
11.	In Camera Session and Lunch Break MOVED to adjourn to an in camera session to discuss items of a personnel, legal or real estate nature, or any other item of sensitive or confidential nature, and that only members of and others approved by the Board may be present.			Maria Vasanelli	3hr 41min 10:10am
	11.1		Motions Arising from the In Camera Meeting	Yvonne Roussel	1min 1:51pm
12.	Other Business			Maria Vasanelli	
Adjournment					1:52pm
● Next Meeting: February 10, 2023, 9:00am - 1:00pm (EST), Thunder Bay Campus					

Search Progress Update – November 15, 2022

President and Vice-Chancellor Lakehead University

Status:

- Leaders International provided a summary of all expressions of interest to the Presidential Search Committee (PSC) on October 6, 2022. A meeting to review this information and decide on a long list pool of candidates occurred on October 13, 2022.
- Further assessment on the long list pool of candidates was conducted and an updated report was provided to the PSC on October 21, 2022. A subsequent meeting to review the information and decide on a short list of candidates was held on October 25, 2022.
- Virtual interviews were conducted by the PSC with short list candidates on October 31st and November 4, 2022.
- A debrief meeting with the PSC was held on November 7, 2022, and a preferred group of candidates were identified.
- In-person interviews with this preferred group and the PSC were scheduled for November 18 & 19, 2022 in Thunder Bay on campus.

Next Steps:

- Following the in-person interviews with the preferred group of candidates the PSC will debrief on November 22, 2022, with the purpose of identifying a preferred candidate(s). This preferred candidate(s) will engage in virtual meet and greet sessions the week of November 28, 2022, with 6 stakeholder groups (student union, faculty association, Internal Relations Committee, senior management team, the President's executive team, and the Board of Governors). These groups will provide feedback to the PSC by December 5, 2022.
- The PSC will meet on December 7, 2022, with the purpose of determining their recommendation to the Board of Governors.
- The Board will convene in December, to review the recommendation.
- The intent is then to enter into negotiations with the preferred candidate with an anticipated announcement to happen early in the new year (2023).



President's Report to the Board of Governors

November
2022





Office of the President

Indigenous Veterans Day and Remembrance Day Ceremonies

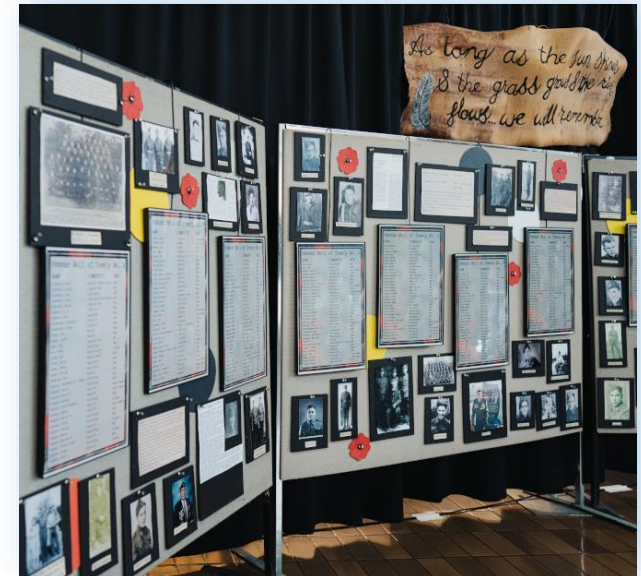
Lakehead hosted an Indigenous Veterans Day ceremony on Tuesday, Nov. 8 in the Agora with speakers from the University and invited guests.

There was also an exhibit featuring photos and artifacts from the World Wars which was on display from Nov. 8-11.

The **Indigenous Veterans of Treaty #3 project** was developed back in 2018 by the Fort Frances Museum and Cultural Centre, Kay-Nah-Chi-Wah-Nung Historical Centre, and Glenn Jourdain of Couchiching, whose research and photos laid the foundation of the exhibit. Curated in the spirit of collaboration and reconciliation, and in honour of those who came home and those who did not, the exhibit shares the triumphs and realities faced by Indigenous veterans across Canada and specifically those from Treaty #3.

Special thanks to the Fort Frances Museum and Cultural Centre, Kay-Nah-Chi-Wah-Nung Historical Centre, Thunder Bay Museum, Métis Nation of Ontario, and the City of Thunder Bay's Indigenous Relations Office for loaning Lakehead these displays.

On Nov. 11, Remembrance Day ceremonies were hosted at both our campuses from 10:45-11:10am, and featured speakers that included students, current employees who are also members of our armed forces, and live musicians from Lakehead's Music Department.





Times Higher Education ranks Lakehead University among world's top universities

For the fourth year in a row, Lakehead University has been included in the top half of the *Times Higher Education's* list of the best universities from around the world.

This year more than 2,100 universities participated in the rankings, with approximately 1,799 universities meeting the requirements to be included in the final rankings.

The 2023 *Times Higher Education World University Rankings* has Lakehead University in the 801-1,000 category.

This is the fourth year that Lakehead University participated in the World University Rankings. This year, Lakehead ranked second among Canada's primarily undergraduate universities.

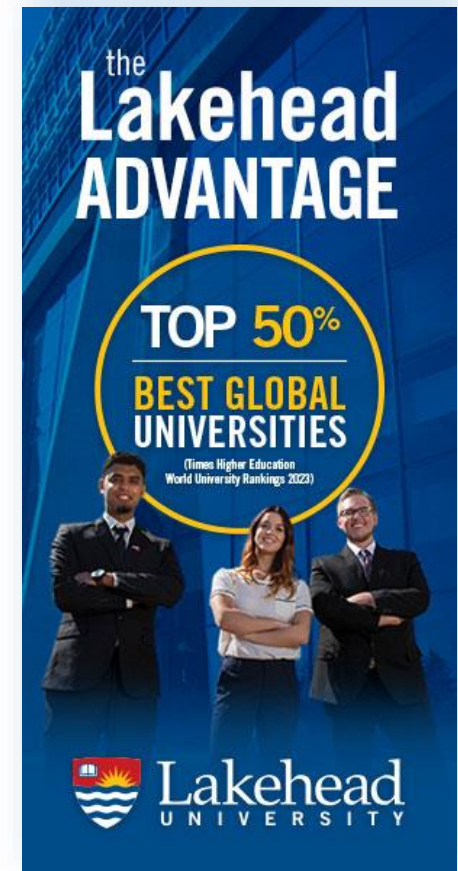
The University was included in the same bracket as a number of Canadian universities and ranked above the worldwide median in the Research and International Outlook categories.

"In 2021/2022, Lakehead was the university of choice for 1,479 international undergraduate and graduate students from more than 70 countries."

In addition to the THE World University Rankings, Lakehead University ranks 64th globally in the THE Impact Rankings, the only global ranking that reflects the societal impact of universities by measuring the institutions' success in delivering the United Nations' Sustainable Development Goals.

Earlier this year, the THE World University Rankings found that [Lakehead was the top ranked university in the world with under 10,000 students.](#)

[Click here to view media release...](#)





Board of Governors names Maria Vasanelli as New Chair

Maria Vasanelli has officially begun her new role as the Chair of Lakehead University's Board of Governors. The appointment, which was ratified at a meeting in June, became effective at the end of the Board's Annual General Meeting on September 29 and has a term of two years.

Vasanelli joined Lakehead's Board of Governors in 2015 and has served on several of its standing committees. Her experience in senior administration in education includes Superintendent of Education at the Durham Catholic District School Board, Superintendent at the Thunder Bay Catholic District School Board, as well as serving as Director of Strategic Initiatives and Professional Learning at Lakehead University.

She is currently the Director of Education at the Superior North Catholic District School Board and a member of the Ontario College of Teachers Council.

After earning her B.A. in Philosophy and a Bachelor of Education from Lakehead University, Vasanelli received a Master of Education from the University of Ottawa and a Master of Business Administration from Cape Breton University.

Among other accreditations, she holds a certificate in Canadian Aboriginal Relations from Confederation College, and recently completed a certificate in Executive Leadership at the Rotman School of Business.

Her professional interests include leadership development, board governance, and education equity.

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Wolf Den Grand Opening and 2022 Wall of Fame

As part of Homecoming weekend October 21-22, Lakehead Athletics hosted our Wolf Den Grand Opening and 2022 Wall of Fame Ceremony.

This celebration welcomed over 300 guests to officially open the new Wolf Den addition, while also inducting Tasia McKenna, Female Athlete; Jeff Richards, Male Athlete; Scott Morrison, Builder; and the 2009-2013 Men's Basketball Era to the Thunderwolves Wall of Fame.



Kathy Pozihun (Vice-President, Administration and Finance), Moira McPherson (President & Vice-Chancellor), Lahama Naeem (LUSU President), August Ricketts (varsity athlete - Women's Basketball).



Jeff Richards, Wall of Fame - Athlete Inductee - Men's Hockey



Homecoming Weekend

Lakehead Thunder Bay's Homecoming Weekend took place from October 20th to 23rd. There were several highlights of the weekend, including the Lakehead Celebrates dinner, hosted by the Alumni Association in the Faculty Lounge. Honoured as part of the evening were alumni: Laird van Damme, Liz Murray and Daniel Blekkenhorst and Honorary Degree recipients (2022) Dr. Karl Subban and Dr. Lyn McLeod. Dr. McLeod was also recognized for her contributions as Chancellor.

In addition, the Alumni Association held a re-dedication of the Betty C. Coates Alumni Boardroom located in Alumni House at 1294 Balmoral St. Betty Coates, a past-president of the Alumni Association, was instrumental in the fundraising campaign which helped contribute to the University's purchase of the Avila Centre from the Sisters of St. Joseph. Avila was the previous location of Alumni House before the move to 1294 Balmoral.



From Left to Right: Yolanda Wanakamik, President of the Alumni Association Dr. JR Coates, Carisa Coates and Dr. David Coates



*Back Row, Left to Right: Liz Murray, Alumni Award Recipient Karl Subban, Honorary Degree, Daniel Blekkenhorst, Alumni Award Recipient and Laird van Damme, Alumni Award Recipient
Front Row, Left to Right: Dr. Moira McPherson, President & Vice-Chancellor Chancellor Rita Deverell, and Lyn McLeod, Honorary Degree*



Prospective students and supporters welcomed to campus for Fall Open House 2022

Lakehead invited prospective students to explore its campuses and learn more about the University's academic programs at the Fall Open House on Saturday, Nov. 5. Lakehead University welcomed 371 people to the Orillia campus for the Open House.

"The Fall Open House will allow prospective students and their families to gain insight into our academic programs in a welcoming environment," said Lynn Hurrell, Director, Undergraduate Recruitment.

Prospective students and applicants had the opportunity to chat directly with award-winning faculty and current students while visiting the Academics Fair.

Learn more about Lakehead's extensive student supports, including everything from student success, career planning, co-op opportunities, health and wellness and accessibility.

Participate in a campus tour or join Lakehead University for information sessions. Hear more about financial aid and bursaries, student supports and the admissions process, and learn what it takes to transition to Lakehead from current students.

[Click here to view media release...](#)

Student Bursary

Lakehead Orillia hosted a Service & Scholarship fundraising event on Thursday, October 13, 2022.

Forty community members attended the event in recognition of the many years of public service that Bruce Stanton gave to the community as the MP of Simcoe North for the past 15 years and as the 42nd Deputy Speaker of the House of Commons. Warren Kinsella, lawyer, author, political consultant and commentator reflected on the effects of social media on politics and the ever-growing importance of public service. Funds were raised for the establishment of the Bruce Stanton Public Service Bursary, raising more than \$12,000.



International Education Week 2022

Lakehead International welcomed all our students, staff and faculty to join in this year's International Education Week from November 14 to November 18. International Education Week is an annual event that is celebrated by over 100 nations around the globe and this year's theme is Exploring Global Perspectives.

For more information about International Education Week 2022 or to register for the upcoming events, please visit [the International Education Week website](#) or follow Lakehead International Student Services' social media:

Facebook and Instagram: @lakeheadinternationallife

Tiktok: @lakeheadintlif





Academic Excellence

Teaching Award Recipients

Lakehead University has some truly exceptional instructors. Each year, a series of four distinct Teaching Awards — Contribution to Teaching Award, Distinguished Instructor Award, Teaching Innovation Award, and the Teaching Support Award — are conferred on faculty members at our Oct. 24 Senate meeting and celebrated during Teaching and Learning Week (Oct 24-28, 2022).

Please join me in congratulating our 2022 Teaching Award recipients.

[Click here to view the 2022 award recipients and the media release...](#)

Lakehead University Professor to speak at the 4th Urban Economy Forum

Dr. Rosario Adapon Turvey, Associate Professor with the Department of Sustainability Sciences and Geography at Lakehead University spoke on the topic: Climate Financing and the Public Sector for the 4th Urban Economy Forum (UEF4) within the theme: Cities and Climate Financing on October 4 in Toronto.

The UEF4 is held on United Nations World Habitat Day and organized as an international gathering for key decision makers and stakeholders including ministers, mayors, city leaders and financial organizations to deal with various topics relating to sustainable urban development.

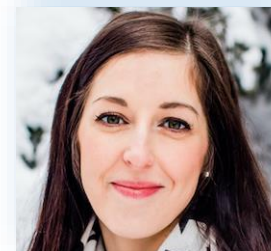
The event is hosted by the Urban Economy Forum and this year's themes will be based on "Sustainable Urban Finance" and economic sustainability in terms of social, economic, cultural and environmental aspects along with the impact of the pandemic on the above-mentioned areas. It is envisaged that UEF4 will add great value and create a synergy toward achieving the Sustainable Development Goals (SDGs), in particular SDG 11 to make cities inclusive, safe, resilient, and sustainable. Dr. Turvey recently co-edited the IGI-Global book entitled: "Intellectual, Scientific and Educational Influences on Sustainability Research" with **Dr. Sreekumari Kurissery**, Professor and Acting Dean, Faculty of Science and Environmental Studies at Lakehead.



Joypop Mobile Mental Health App

Dr. Aislin Mushquash, Associate Professor in Psychology at Lakehead University, and her team are receiving \$100,000 through one of Brain Canada's flagship programs Future Leaders in Canadian Brain Research to evaluate an e-mental health solution that supports transitional-aged youth in Northwestern Ontario.

Dr. Mushquash's team will evaluate the impact of a mobile mental health app (JoyPop) for transitional-aged youth waiting for mental health treatment – thereby providing youth with more timely support and helping them to improve their coping skills and mental health-related symptoms. The JoyPop app is one mobile mental health app which has a growing evidence base that demonstrate important benefits for youth. Partners and donors include the Azrieli Foundation, Children's Centre Thunder Bay, and Dilico Anishinabek Family Care.



[Click here to view media release...](#)

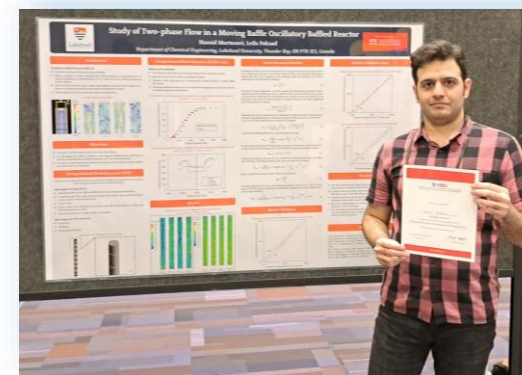
Lakehead graduate student earns best poster at Canadian Chemical Engineering Conference

A Lakehead University student was awarded best poster presentation at the Canadian Chemical Engineering Conference held in Vancouver in October.

Hamid Mortazavi is doing his PhD in Biotechnology at Lakehead University under the supervision of Dr. Leila Pakzad. He also has a bachelor's and master's in Chemical Engineering from Sharif University in Iran.

His research project is the Study of Multi-phase Flow in Oscillatory Baffled Reactors. On this subject under Dr. Pakzad's supervision, he has published two journal papers; one article is under journal review, and two more manuscripts are in progress.

The Natural Sciences and Engineering Council of Canada (NSERC) provided the funding for this research. In addition, Dr. Pakzad is very grateful for the supercomputer and technical assistance provided by Lakehead University.





Ontario Arts Education Association

On Tuesday, November 7, **Dr. Pauline Sameshima** was awarded the Post-Secondary Art Educator of the Year by the Ontario Arts Education Association. This award is presented to an educator who possesses “excellence in visual arts education in a post-secondary setting and leadership in and/or contributions to art education in the candidate’s institution, organization, or community.”

Since joining Lakehead University in 2012 Dr. Sameshima has continued to promote the arts and alternative representations of research knowledge as ways to engage and stimulate thought, conversation, and learning across wide audiences, disciplines, and communities. Dr. Sameshima opened the LAIR (Lakehead Arts Integrated Research) Galleries in 2014 with three locations at the Lakehead Thunder Bay campus and a partnership with the Baggage Arts Building, a community gallery on our waterfront. There are now 7 Galleries spaces with 6 on-site campus locations plus a virtual gallery. Aside from curating the gallery spaces, Dr. Sameshima is an artist herself and promotes creativity models and propulsion methodologies that welcome and include various literacies for making meaning and understanding the self and the world.

She uniquely defines excellence in visual arts education in the post-secondary education and museum settings, bridging communities through the arts. Her leadership and contributions to art education here at Lakehead, in our community, and internationally through her research and curation are truly outstanding.

Lakehead Biology Graduate wins prestigious Rob Peters Award

Graydon McKee, a recent Graduate from the Biology MSc Program at Lakehead University has won the **Rob Peters Award** for best student paper in Canadian Aquatic Science in 2022. Graydon’s paper titled, **Alternative migratory strategies related to life history differences in the walleye (*Sander vitreus*)**, was published in Movement Ecology (McKee et al. 2022).

The Robert H. Peters Award is awarded by the Society of Canadian Aquatic Sciences. This prestigious award recognizes the best aquatic sciences paper published in the preceding year by a Canadian student or a student working in Canada.

[Read more about Graydon and the award here.](#)





Local and Global Partnerships

Treaty Recognition Week — Library Displays

All Lakehead University Libraries on the Thunder Bay campus (Chancellor Paterson, Education, and Law) and the Orillia campus (Harvie Legacy and Education Library), set up displays in honour of Treaties Recognition Week which was held on November 6-12, 2022.

It was introduced in Ontario in 2016 as the Treaties Recognition Week Act. The purpose of this week is to honour the importance of treaties and to build an awareness and understanding of their significance. Lakehead's libraries permanent collections contain a rich and diverse selection of primary and secondary resources pertaining to Treaties.

The unique resources held by each library will be featured in their displays. The library displays will include resources pertaining to Indigenous history, treaties in Canada, elementary and secondary teaching resources and provide information about online resources that are available. Additional opportunities for involvement in related events and activities are listed on the provincial [Treaties Recognition Week website](#).

Mitacs Globalink Research Internship

Mitacs Globalink Research Internship is a competitive initiative for international undergraduates to participate in a 12-week research internship under the supervision of Canadian university faculty members in a variety of academic disciplines, from science, engineering, and mathematics to the humanities and social sciences. Thirty-five undergraduates were approved for Mitacs GRI internships this year at Lakehead, seven for the Orillia campus and the remainder for Thunder Bay. Twenty-two were from India, five from Colombia, two from Tunisia, and one each from Brazil, France, Mexico, Ukraine, UK, and USA. There were 13 projects in Computer Science, 9 in Civil Engineering, 4 in Business, 4 in Biology, 3 in Media Studies, 1 in Mechanical Engineering and 1 in Chemistry. Of these, three had to withdraw, and six had to convert to virtual internships because of visa issues. This was by far the largest number of GRI's to be hosted at Lakehead University since the program started.



Lakehead University and TBDSSAB release report on migration and homelessness

Prof. Ravi Gokani spoke about the research during a community gathering held on Monday, Nov. 14.

Dr. Ravi Gokani from Lakehead University and representatives from the District of Thunder Bay Social Services Administration Board released the results of their research into migration and homelessness. According to TBDSSAB, approximately 60 per cent of people experiencing homelessness in the city of Thunder Bay migrated from somewhere else.

The research suggests, among other things, that a large number of people migrate to the city of Thunder Bay for assistance with housing, health care, and social services.

The research team used machine-learning models to try to understand what factors predict if a person stays or leaves a shelter.

The partnership with TBDSSAB also involves Lakehead researchers **Dr. Rebecca Schiff**, **Dr. Vijay Mago**, and Dr. Travis Hay, as well as students from Social Work, Computer Science, and Health Sciences.

The Social Sciences and Humanities Research Council of Canada Connections program provided \$22,000 for the study.

You can read the full report [here](#).

[Click here to view media release...](#)

Indigenous Initiatives

Throughout September, many events and activities were offered to our community by the Office of Indigenous Initiatives for those seeking to participate in reconciliation.

On September 29, **Dr. Cynthia Wesley-Esquimaux**, Lakehead's Chair on Truth and Reconciliation, hosted a workshop to deconstruct the reconciliation process. And, on Sept. 16, we welcomed Elder Trish Monague to lead a discussion on reconciliation and what it should mean to those of us working hard as leaders and allies in our communities. This event was well-attended with approximately 60 people attending in-person and 280 connecting virtually.

On October 4, the Orillia campus hosted the Sisters in Spirit Vigil on Sisters in Spirit Day. Sisters in Spirit Day is a day to honour the missing and murdered Indigenous women, girls and 2SLGBTQ+ peoples.



Ingenuity's Pitch It Competition

Ingenuity has kicked off Fall with a strong line up of programming including the return of the Annual Pitch it Competition done in partnership with The Northwestern Ontario Innovation Centre. This year the cash prize has been increased to \$2500 and it is open to all students and recent grads of both Confederation College and Lakehead University. Applications are open online and the final event took place in person in the Ingenuity Atrium on November 17.

Lakehead Orillia hosts Orillia and Lake Country Economic Summit

On September 29, Lakehead Orillia facilitated the Orillia and Lake Country Economic Summit, in partnership with the Orillia District Chamber of Commerce and Orillia Soldiers' Memorial Hospital. This was a chance for business leaders to weigh in on issues impacting the Orillia, Ramara, Oro-Medonte, Severn, and Rama area. Local municipal candidates heard directly from the business community and learned about their perspective on municipal issues. The event also included an opportunity for networking with business representatives and municipal candidates.



Community Engagement and Lifelong Learning

On Wednesday, September 21, CELL launched the latest TALL series, "Fault Lines & Fractures," with a lecture by Dr. Alexander Lanoszka, an assistant professor at the University of Waterloo. Ninety-five people attend in-person at the St. Paul's Centre in Orillia and 81 households connected virtually.

CELL also launched the Fall 2022 Ontario Master Naturalist Certificate Program on September 22 with a full class of 32 students. Similarly, CELL ran a mushroom identification course for beginner and advanced mycologists on September 17th that saw 16 participants learn how to identify and forage for edible mushrooms.

On September 27, using a microgrant from the Invasive Species Centre, CELL piloted an onsite trip for 20 high school students to Georgian Bay Islands National Park, in collaboration with Parks Canada. This pilot project was an extension of the Special High Skills major - Ontario Youth Naturalist programming.

On October 6, the Office of Community Engagement and Lifelong Learning brought together three people who were speakers at the Couchiching Conference in 2012, to discuss how far we've come - if at all - when it comes to involving Indigenous peoples in civic dialogue.

The Specialist High Skills Major (SHSM) - Ontario Youth Naturalist Program (OYNP) began programming for this school year in October. Approximately 20 students from a secondary school in Sault Ste. Marie will learn about Wetlands, Invasive Species, & Amphibians & Reptiles over the coming weeks from presentations and hands-on activities delivered by CELL's Youth Naturalist facilitator and Parks Canada staff.

CELL received confirmation in October of the success in a grant application to the TD Friends of the Environment to further develop our OYNP. This funding will also enable CELL to 'pivot' virtual modules to include more in-field experiences, as well as develop two new modules (Mushroom Identification & Indigenous Worldviews & Medicines).

CELL delivered the first session of "CQ," or Cultural Intelligence training, for secondary schools in Thunder Bay. This training aligns with the principles of anti-racism and multicultural education and teaches students how to work effectively with diverse groups of people. The training consists of 3 workshops per class of students and will continue throughout November and December. This programming was made possible through a grant received from the Thunder Bay Community Foundation.

In collaboration with professors and Masters students in the Social Justice program and others, CELL facilitated Equity, Diversity, and Inclusion training for over 300 staff members of the City of Orillia.



Research Matters, Episode 4: Enhancing the Prevention of Injury & Disability

The September edition of Research Matters featured **Dr. Vicki L Kristman**, Ontario Research Chair in Injury & Disability Prevention, Professor, Department of Health Sciences at Lakehead University, Director & Senior Scientist, Enhancing the Prevention of Injury & Disability @ Work Research Institute. Dr. Kristman discussed her extensive work as an academician, a researcher, and a senior administrator. She shared her research work in the areas of community-based primary health care, workplace mental health, and work disability prevention that demonstrates specific impact for our region-Northwestern Ontario.

Indigenous Community partner Audrey Gilbeau, Executive Director of Nokiiwin Tribal Council and Kara Polson, PhD student shared their experiences and stressed on the community engagement process and protocol, and the importance of relation building when undertaking a community-based research.



[Click here to view the video...](#)

Diversity Thunder Bay Collaboration

Lakehead University's Office of Research Services (LU-ORS) and the Office of Human Rights and Equity (LU-OHRE) are collaborating with Diversity Thunder Bay, the City of Thunder Bay's Anti-Racism and Equity Committee, Thunder Bay Chamber of Commerce's Anti-Racism committee, and the Chronicle Journal for a community event to showcase collective visions and mandates as active champions in social justice actions. The interactive event titled, Community Voices and Dialogues for Social Justice is being held on November 30 in Lakehead Thunder Bay's Faculty Lounge.

Through facilitated dialogues, the event will inform 150 attendees from the LU research community, community-based organizations, representatives of First Nations organizations, non-profit and public organizations about current actions, projects, research, data, and activities on pressing social justice issues affecting Thunder Bay. The event will also serve to enhance partnerships between researchers and community organizations with the overall goal to provide new and broader perspectives, insights, inspiration, motivation, and hopefulness for socially innovative collaborative research and social justice.



Lakehead University hosted CCSBE Conference

Lakehead University's Faculty of Business Administration is pleased to host the Canadian Council of Small Business and Entrepreneurship (CCSBE) Conference this year. The conference was held virtually October 28-30.

This year's conference theme, Entrepreneurship, SMEs, and Sustainable Development, echoes the shared imperative of innovation in public, private, and social sectors upon the prominent and inter-related challenges in environmental, societal, and economic domains around the globe.

This conference focuses on diverse and inclusive approaches to advancing entrepreneurship and driving economic and social recovery across sectors and countries and adopts a comparative and international perspective in addressing topics related to entrepreneurship and innovation.

This year's conference theme focuses on the importance of inclusion in engaging organizations and individuals of diverse nature for their input and participation. Researchers, educators, entrepreneurs, administrators, students, policy makers and all interested in advancing entrepreneurship and small business will participate.

[Click here to view media release and keynote speakers...](#)

Lakehead University to host C²U Expo 2023

Lakehead University hosted the in-person International 2023 C2UExpo (Community-Campus-Exposition) in Thunder Bay from June 5 to 8, 2023, bringing people from across Turtle Island and beyond.



Lakehead University is ideally suited to host the C2UExpo in Thunder Bay, Ontario as evidenced by numerous examples of rich and authentic community-campus research initiatives.

Along with its community partners, Lakehead University researchers have demonstrated their leadership and commitment to collaboratively working to address societal challenges and achieve positive impacts for the benefit of people residing in our region and beyond.

The Expo was a response to the need for a platform to share experiences, strategies, and ideas about how communities and post-secondary institutions can champion social innovation and societal change.

[Click here to read more...](#)



Entrepreneurship and Innovation

Research and Innovation Week 2023

Our next R&I Week's theme will be *Improving Our Lives Through Research*, and will take place at Lakehead Thunder Bay (Feb. 27-Mar. 2) and Lakehead Orillia (Mar. 6-8).

Curiosity propels us to discover life's mysteries, and research enables us to improve every aspect of our lives. We strive to make our world an exceptional place, and work to make our present lives and futures brighter as we learn from our past.

Research – whether in scientific discoveries, in health and wellbeing, in understanding society and culture, or in partnering with community and industry – is the cornerstone to understanding problems, finding solutions, and improving our lives.

EDI in Research Speaker Series

As a new initiative to promote equity, diversity, and inclusion (EDI) in research, the Office of Research Services is launching a lunchtime *EDI in Research Speaker Series*. The purpose of the EDI in Research Speaker Series is to engage with academic researchers in order to promote and facilitate discussions around embracing EDI in the research setting. As part of this initiative, there will be a series of monthly sessions where EDI research champions, both from within Lakehead University and from other institutions, will discuss what EDI means in research and best practices for inclusive excellence.

We are excited to announce that Dr. Imogen Coe, the inaugural NSERC Scholar in Residence, launched the series on October 21. All sessions of the speaker series will be held virtually over Zoom, with participation open to both of our campuses (in Thunder Bay and Orillia), as well as to all EDI professionals and equity officers working at Canadian Universities.

Addendum to the President's Report to the Board on the Auditor-General of Ontario's Special Report

November 24, 2022



The Office of the Auditor General of Ontario released its [Special Report on Laurentian University](#) (Special Report) on November 17, 2022. The report summarizes the Auditor General's (AG) assessment of the key causes that led to the University filing for protection under the Companies' Creditors Arrangement Act (CCAA).

The Special Report acknowledges the importance of academic independence of universities and includes 48 recommendations, many of which mirror those in the Preliminary Report publicly released last spring.

Recommendations are grouped into three categories — Laurentian's Administration, Laurentian University's Governing bodies (Board and Senate), and the Ministry of Colleges and Universities (MCU), and the Office of the Integrity Commissioner of Ontario. The AG notes that "other universities in Ontario should also review and implement these recommendations where appropriate."

Many recommendations directed at MCU will be addressed through the development of the Ministry's University Financial Accountability Framework and associated processes/actions (which was referenced in the Ministry's response to the report and is expanded on below).

Consistent with COU advocacy and discussions with government, we were pleased to read that the AG noted *that if a government or community imposes specific academic requirements or a tuition freeze on a university, public officials have a responsibility to assess whether funding continues to be sufficient for the university both to fulfil its mandates and remain true to its core values*. The report also recognized that *this is particularly true for Northern Ontario universities given the unique challenges they face and their importance to the large regions they serve*.

The report includes a recommendation to MCU to *provide the government with thorough analysis of the impact of tuition reductions and freezes on all universities prior to their implementation to determine if universities can sustain the impacts of these policy decisions*.

Steve Orsini, President and CEO of the Council of Ontario Universities (COU) has communicated with Council members that COU will continue to engage with the MCU at multiple levels. COU intends to work proactively with MCU as they review the recommendations to help identify any unintended consequences related to the report and recommendations, and to illustrate the breadth of work already underway in the sector.

Lakehead University's Executive Team is developing a report for our Board of Governors on each of the recommendations outlined in Appendix 1 and Appendix 2 of the AG report and will develop an action plan for any of the AG recommendations that are not already in place at our University, or that may need expanding on.

This will allow us to continue to focus on ensuring alignment with the Ministry Financial Health and Transparency Framework, and to promoting best practices in spite of ongoing and intense financial challenges to the sector which are disproportionately impacting northern universities.

Addendum to the President's Report to the Board on the Auditor-General of Ontario's Special Report

November 24, 2022



Ministry of Colleges and Universities (MCU): University Financial Accountability Framework

The Ministry has communicated this month that they will be implementing a new University Financial Accountability Framework, formally set to be in place on April 1, 2023.

The framework was informed by a number of inputs, including the Council of Ontario Universities' (COU) "Financial Health and Transparency Framework Plan" which was developed at the same time the Ministry was developing their framework.

Lakehead was actively involved in the development of the COU Financial Health and Transparency Framework Plan. For the past two years, Lakehead's Dr. Heather Murchison, Vice-Provost Institutional Planning and Analysis, sat as a member of the Financial Sustainability committee that developed the Framework Plan for the sector. Lakehead's Kathy Pozihun, Vice-President (Administration and Finance), was engaged multiple times through the Council of Senior Administrative Officers, and Lakehead's Rita Blais, Associate Vice-President (Financial Services), was also engaged on this Plan through her work at the Council of Ontario Financial Officers.

The University Financial Accountability Framework is closely aligned with the sector's ongoing commitment to the transparency of financial information and additional commitments to proactively monitor institutional financial health.

Consistent with recommendations from the sector, MCU's framework uses eight (8) core financial metrics/ratios and individual credit ratings to measure the financial health risk of universities and determine the appropriate course of action for both the Ministry and universities.

It is important to note that Lakehead tracks these metrics, reports on them to Government, and has discussed them with our Board on numerous occasions in recent years. The University's audited financial statements and *Moody's* third-party credit rating are available publicly.

Going forward, MCU will, on an annual basis, communicate with universities the results of their respective institution's financial ratios/metrics and the corresponding actions that may be required. The results of each institution will not be communicated publicly by the Ministry.

The Ministry is committed to working with the sector in the implementation of the new framework and will be meeting with universities' representatives for a technical briefing in the coming weeks.



BOARD OF GOVERNORS MEETING

DRAFT MINUTES

Date:	September 29, 2022
Time:	9:00am - 3:35pm (EDT)
Locations:	Remotely: Zoom Thunder Bay Campus: Senate Chambers, UC 1001 Orillia Campus: Room OA 3041

Board of Governors Members in Attendance: *Brandon Rhéal Amyot; *Robert Arnone; Peter Caldwell; *Dr. Claudine Cousins; Ann Dumyn; Dr. Don Kerr; Angela Maltese (Chair); Brian McKinnon; Dr. Moira McPherson; *Ross Murray; Michael Nitz; Anna Sampson; Mark Smith; Cathy Tuckwell; Maria Vasanelli; Wendy Walberg; *Debra Woods
Absent: Pauline Mickelson

Administrative Resources in Attendance: Dr. David Barnett - Provost and Vice-President, Academic; Dr. Andrew P. Dean - Vice-President, Research and Innovation; Michael den Haan - Vice-President, External Relations; Toby Goodfellow - Chief of Staff, Office of the President; *Marcie Morrison (Recorder) - Assistant University Secretary; Dr. Heather Murchison - Vice-Provost, Institutional Planning and Analysis; Kathy Pozihun - Vice-President, Administration and Finance; *Dr. Linda Rodenburg - Interim Principal, Orillia Campus; Yvonne Roussel (Secretary) - Interim University Secretary

Invited Guests in Attendance: *Ardyce Kouri (Leaders International); *Thomas Keohoe (Incoming Board of Governors Member); Rachael Paquette (Incoming Board of Governors Member)

**Video Conference*

The meeting was called to order at 9:05am.

The Chair opened the meeting by acknowledging the Indigenous territories of Thunder Bay and Orillia.

Item	Presenter(s)
1. Approval of Agenda The agenda was approved, as circulated.	Angela Maltese
2. Need for In Camera Items to be Declared Members were reminded that items arising that need in camera attention should be declared at the point of discovery.	Angela Maltese

3.	<p>Declaration of Conflict of Interest</p> <p>Members were reminded of their duty to declare a conflict of interest should awareness of conflict arise at any time during the meeting.</p>	Angela Maltese
4.	<p>Code of Conduct at Meetings</p> <p>Members were reminded of the Board approved Code of Conduct in place to promote a positive environment.</p>	Angela Maltese
5.	<p>Presidential Search Update</p> <p>An update on the status of the Presidential Search was circulated in advance with the meeting materials.</p> <p>The Board Chair and Search Consultant provided a summary of the Presidential Search progress to date.</p> <p>Ardyce Kouri departed the meeting.</p>	Angela Maltese, Ardyce Kouri
6.	<p>Chair's Report</p> <p>The Board Chair's Report was provided during the in camera session.</p>	Angela Maltese
7.	<p>President's Report</p> <p>The President's September Report was circulated in advance of the meeting and can be found online at www.lakeheadu.ca.</p>	Dr. Moira McPherson
8.	<p>Consent Agenda</p> <p>The items listed in the Consent Agenda, along with supporting documentation, were circulated to members in advance with the meeting materials. Prior to approving the Consent Agenda, Board members had the opportunity to request that an item be removed from the Consent Agenda and placed as a separate item on the agenda under Items for Discussion from Committee Reports or elsewhere on this agenda, to allow for discussion or debate.</p> <p>The Board Chair explained how the Consent Agenda is designed for items that are routine and non controversial in nature and should help meetings run more efficiently, reminding members that any item may be removed from the Consent Agenda and added as a separate item to allow for discussion.</p>	Angela Maltese

	<p>It was requested that the following items be moved from the Consent Agenda to the regular agenda.:</p> <ul style="list-style-type: none"> • C1: Minutes of the June 10, 2022 Board Meeting • C12(b): Senate Report (of the September 19, 2022 meeting) <p>By consensus, the Consent Agenda was approved, as amended.</p>	
C1.	<p>Previous Minutes</p> <p>MOVED that the minutes of the June 10, 2022 meeting be approved.</p> <p>This item was moved from the Consent Agenda to the regular agenda.</p>	
C2.	<p>Executive Committee Report - for information</p> <p>The Board Executive Committee discussed items of business that were sensitive or confidential in nature during its meetings on July 6, July 21 and September 16, and September 20, 2022. A confidential report will be provided during the in camera session.</p>	
C3.	<p>President's Reports - for information</p> <ul style="list-style-type: none"> a. Annual Report on Student Appeals b. Report on Appointments 	
C4.	<p>Executive Committee Recommendation</p> <ul style="list-style-type: none"> a. Presidential Search Committee Chair Recommendation <p>Whereas Maria Vasanelli has been elected as the Chair of the Board of Governors effective at the close of the 2022 Annual Meeting; and</p> <p>Whereas the Presidential Search Process indicates that the Chair of the PSC is the Chair or Vice Chair of the Board;</p> <p>Be it resolved that Maria Vasanelli be appointed as the PSC Chair effective at the close of the 2022 Annual Meeting.</p> <p>CARRIED</p>	
C5.	<p>Audit and Risk Committee Annual Report</p> <ul style="list-style-type: none"> a. Appointment of Auditors <p>MOVED to appoint BDO Canada LLP as auditors of the University for the 2022-23</p>	

		<p>fiscal year. CARRIED</p> <p>b. Research Ethics Board Annual Report and Letter of Compliance</p> <p>MOVED to accept the Research Ethics Board Annual Report and Letter of Compliance. CARRIED</p> <p>c. The Policy Framework for Research Ethics Involving Humans at Lakehead University</p> <ul style="list-style-type: none"> Proposed Amendment (with markup) <p>MOVED to approve the proposed amendment to the review period for the Policy Framework for Research Ethics Involving Humans at Lakehead University. CARRIED</p>
	C6.	<p>External Relations Committee Annual Report</p> <p>a. Fellow of the University Guidelines and Procedures</p> <ol style="list-style-type: none"> Current Guidelines and Procedures Proposed amendments (with markup) <p>MOVED to approve the proposed amendments to the Fellow of the University Guidelines and Procedures. CARRIED</p>
	C7.	<p>Finance and Operations Committee Annual Report</p> <p>a. Investment Resolution</p> <p>WHEREAS Article 6, Paragraph 6.3 of the Board Bylaws indicated that the investments of the University shall be managed by such University Officers, Signing Officers, or agents of the University as shall be determined from time to time by resolution of the Board;</p> <p>MOVED that the President and the Vice-President (Administration and Finance) shall be authorized to manage the investments of the University and to purchase, transfer, exchange, sell or otherwise dispose of or turn to account or realize upon securities, in accordance with the policies established by the Board on the</p>

recommendations of the Board Finance and Operations Committee, such as the Statement of Investment Policies and Guidelines for Trust and Endowment Funds Policy, in accordance with the terms of reference of the Committee, and the laws and statutes of the Province of Ontario and the Government of Canada, effective at the close of the annual meeting on September 29, 2022 until the close of the annual meeting in 2023. During the absence of:

- either the President or the Vice-President (Administration and Finance), any one of the University's signing officers shall be authorized as the second signature; and
- both the President and the Vice-President (Administration and Finance), any two of the signing officers shall be authorized to perform the aforementioned activities,

effective at the close of the annual meeting on September 29, 2022 until the close of the annual meeting in 2023.

CARRIED

b. Statement of Investment Policies and Guidelines for Trust and Endowment Funds

1. Current Policy
2. Proposed Amendments (with markup)
3. Proposed Amendments (no markup)

MOVED to approve the proposed amendments to the Statement of Investment Policies and Guidelines for Trust and Endowment Funds.

CARRIED

c. Statement of Investment Policies and Guidelines for Restricted Internal Funds

1. Current Policy
2. Proposed Amendments (with markup)
3. Proposed Amendments (no markup)

MOVED to approve the proposed amendments to the Statement of Investment Policies and Guidelines for Restricted Internal Funds.

CARRIED

d. Responsible Investment Policy

1. Current Policy
2. Proposed Amendments (with markup)
3. Proposed Amendments (no markup)

		<p>MOVED to approve the proposed amendments to the Responsible Investment Policy. CARRIED</p> <p>e. Trust Account Management Policy</p> <ol style="list-style-type: none"> 1. Memo 2. Current Policy 3. Proposed Amendments (with markup) 4. Proposed Amendments (no markup) <p>MOVED to approve the proposed amendments to the Trust Account Management Policy. CARRIED</p> <p>f. Statement of Investment Policies and Procedures, Lakehead University Pension Plan (SIPP)</p> <ol style="list-style-type: none"> 1. Proposed Amendments (with markup) <p>MOVED to approve the proposed amendments to the SIPP. CARRIED</p>
C8.	Governance and Nominating Committee Annual Report	<p>a. Board Nominations Process</p> <ol style="list-style-type: none"> 1. Current Process 2. Proposed Amendments (with markup) 3. Proposed Amendments (no markup) <p>MOVED to approve the proposed amendments to the Board Nominations Process. CARRIED</p> <p>b. External Re-appointments</p> <ol style="list-style-type: none"> 1. MOVED that the Board re-elects Maria Vasanelli for a two year term, commencing at the close of the 2022 annual meeting, through to the close of the 2024 annual meeting. CARRIED

2. MOVED that the Board re-appoints Brandon Amyot as the Student Member on the Board for a term commencing at the close of the 2022 annual meeting, through to the close of the 2023 annual meeting.

CARRIED

c. Officer Appointment Recommendation

WHEREAS Barbara Eccles has resigned as Board Secretary effective September 11, 2022;

MOVED to approve that Yvonne Roussel be appointed as Secretary of the Lakehead University Board of Governors for a term commencing immediately through to the end of her appointment as the Interim University Secretary.

CARRIED

d. Board Appointment and Election Recommendations

1. MOVED to elect Thomas Kehoe as an External Board Member for a three year term commencing at the close of the 2022 annual meeting, through to the close of the 2025 annual meeting.

CARRIED

2. MOVED to elect Rachael Paquette as an External Board Member for a three year term commencing at the close of the 2022 annual meeting, through to the close of the 2025 annual meeting.

CARRIED

3. MOVED to appoint Karen Boz as the Alumni Association Member on the Board for a two year term commencing at the close of the 2022 annual meeting, through to the close of the 2024 annual meeting.

CARRIED

e. New Board Member Standing Committee Appointment Recommendations

MOVED that the following 2022-2023 Board Standing Committee appointments be approved:

- Learning and Liaison Committee: Karen Boz, Thomas Kehoe, and Rachel Paquette
- External Relations Committee: Thomas Kehoe, Karen Boz
- Governance and Nominating Committee: Rachael Paquette

CARRIED

C9.	<p>Learning and Liaison Committee Annual Report</p> <p>a. Board Fall Retreat Date</p> <p>MOVED to approve holding the Board fall retreat on October 21, 2022. CARRIED</p> <p>b. Association of Governing Boards (AGB) 2022-23 Membership Renewal</p> <p>MOVED to approve the renewal of the AGB Membership for the 2022-23 term. CARRIED</p>
C10.	<p>Sexual and Gender Based Violence Adjudication Panel Pool Appointments</p> <p>MOVED that the following individuals be appointed to the Sexual and Gender Based Violence Adjudication Panel Pool commencing at the close of this annual meeting, through to the close of the annual meeting in 2023 pursuant to paragraph 11.5 of the Sexual and Gender Based Violence Response Policy:</p> <ol style="list-style-type: none"> 1. BUSET, Hope (returning) 2. CHAPMAN, Frances (returning) 3. CLIFFORD, Lorne (returning) 4. LADE, Timothy (new) 5. McQUEEN, Karen (new) 6. MURPHY, Jodie (returning) 7. PRISCIAC, Theresa (new) 8. ROUSSEL, Yvonne (returning) 9. SHIELDS, Victoria (new) <p>CARRIED</p>
C11.	<p>Judicial Panel Appointment Recommendations</p> <p>a. Faculty Appointments:</p> <p>MOVED that the following faculty members of the University be appointed to the Judicial Panel for the terms indicated:</p> <ul style="list-style-type: none"> • Dr. Kristin Burnett for the term commencing at the close of the September 29, 2022 Board Annual meeting to the close of the Board Annual meeting in 2025. (renewal)

		<ul style="list-style-type: none"> • Dr. Tamara Varney for the term commencing at the close of the September 29, 2022 Board Annual meeting to the close of the Board Annual meeting in 2025. (renewal) • Dr. Joan Chambers for the term commencing at the close of the September 29, 2022 Board Annual meeting to the close of the Board Annual meeting in 2025. (new) • Dr. Karen McQueen for the term commencing immediately to December 31, 2022. (new) <p>CARRIED</p> <p>b. Student Appointments (recommended by the Lakehead University Student Union):</p> <p>MOVED that the following full-time students of the University be appointed to the Judicial Panel for a term commencing at the close of the annual meeting in 2022 through to the close of the annual meeting in 2023:</p> <ol style="list-style-type: none"> 1. Tristan Bhola (new) 2. Elena Kusaka (new) 3. Rebecca Murray (new) 4. Josia Prince (new) 5. James Ruddy (new) 6. Simran Talpade (new) 7. Saranya Ram Mohan Vyrelil (new) <p>CARRIED</p>
	C12.	<p>Other Informational Items</p> <ol style="list-style-type: none"> a. Written Resolution: Appointment of Dean of the Faculty of Natural Resources Management (adopted electronically by the Board of Governors on July 19, 2022) b. Senate Report (of the September 19, 2022 meeting) This item was moved from the Consent Agenda to the regular agenda. c. 2022-23 Board of Governors Meeting Schedule (Public Meetings) - A link to the online schedule was provided. <ol style="list-style-type: none"> a. Next Board of Governors Meeting: November 24, 2022, 9:00am - 1:00pm (EST), Orillia Campus b. Next Committee of the Whole: November 24, 2022, 9:00am - 1:00pm (EST), Orillia Campus
	Items for Discussion from the Consent Agenda	
	Angela Maltese	

	<ul style="list-style-type: none"> • C1: Minutes of the June 10, 2022 Meeting <p>The following amendment was recommended to Item 8.1(a) of the minutes:</p> <ul style="list-style-type: none"> ○ In the first paragraph add the words “of fossil fuel holdings” after the word “divestment” <p>By consensus, the minutes were approved as amended.</p> <ul style="list-style-type: none"> • C12(b): Senate Report (of the September 19, 2022 meeting) <p>It was noted that during the September 19 Senate meeting, questions regarding the Board’s use of in camera sessions arose. The Board Chair reported that the Board is making a conscious effort to address this, and will continue to do so.</p>	
9.	Items for Discussion from Committee Reports	Angela Maltese
9.1	<p>Item(s) from the Finance and Operations Committee Report</p> <ul style="list-style-type: none"> a. Human Rights Policy <p>The following documents were circulated in advance with the meeting materials:</p> <ol style="list-style-type: none"> 1. Current Policy (Harassment and Discrimination Policy and Procedures) 2. Proposed Revised Policy (renamed the Human Rights Policy) <p>Administration provided background information with regards to the comprehensive review and development of this new policy, including the internal consultation process. Members received an overview of the new policy and had the opportunity to ask questions.</p> <p>MOVED (C. Tuckwell) to approve the proposed amendments to the Harassment and Discrimination Policy and Procedures, including renaming it to the Human Rights Policy, with an effective date of November 1, 2022.</p> <p>Discussion ensued.</p>	<p>Cathy Tuckwell</p> <p>Kathy Pozihun, Dylan Mazur</p>

	<p>Administration clarified that the policy's procedures would be approved by the President's Executive Team and will be posted with the new policy on November 1, 2022.</p> <p>CARRIED</p> <p>During the discussion it was noted that legislation requires the Sexual and Gender Based Violence response policy and procedures to be approved by the Board.</p>	
10.	<p>Strategic Plan Year End Implementation Report (Year Four)</p> <p>The report presentation was circulated in advance with the meeting materials.</p> <p>The report included the "Report Card" for the Strategic Plan metrics that are reported to the Board in June each year, background data that was used to assess the metric scoring on the "Report Card", including baseline data, targets, and actuals, providing the Board insight into the data tracked by the Executive Team.</p> <p>Report on annual targets achieved:</p> <ul style="list-style-type: none"> • Metric 8 - Lakehead domestic student population will reflect the demographics and diversity in the regions served by the University • Metric 13 - Increase in number of partnerships with municipalities, government organizations, research institutes and industry (local, national and international) • Metric 14 - Increasing the number of partnerships with Indigenous groups • Metric 17 - Increase in total number of engaged alumni (per Alumni Engagement Plan) • Metric 21 - Increase in number of businesses and start-ups in local communities directly related to University activity • Metric 27 - Increase proportion of revenue from sources other than government operating grants <p>Report on metrics trending in right direction (progress impacted by COVID-19):</p> <ul style="list-style-type: none"> • Metric 9 - Baccalaureate participation rate for residence of Simcoe County will increase <p>Report on targets where intervention is required (activity in this area throughout 2020/21 and 2021/22 was significantly impacted by a number of factors resulting from COVID-19, including restricted mobility):</p>	<p>Dr. Moira McPherson, Dr. Heather Murchison</p>

	<ul style="list-style-type: none"> • Metric 22 - Increase in the number of patents filed <p>Members had the opportunity to ask questions during the report presentation.</p>	
	<p>The meeting adjourned for a short recess at 11:02am.</p> <p>The meeting was called back to order at 11:22am.</p>	
11.	<p>In Camera Session (including tour and lunch break)</p> <p>By consensus, the Board agreed to adjourn to an in camera session to discuss items of a personnel, legal or real estate nature, or any other item of sensitive or confidential nature, and that only members of and others approved by the Board may be present.</p> <p>Marcie Morrison, Yvonne Roussel, and members of the President's Executive Team were invited to remain for the in camera session.</p> <p>The Board returned to the open meeting at 3:45pm.</p>	Angela Maltese
11.1	<p>Motions Arising from the In Camera Session</p> <p>There were no motions arising from the in camera session.</p>	Yvonne Roussel
12.	<p>Item(s) from the Audit and Risk Committee Report</p> <p>a. Approval of the 2021-22 Financial Statements of Lakehead University and the Independent Auditors' Report</p> <p>A memo dated September 8, 2021, prepared by the Associate Vice-President, Financial Services that provided a comprehensive summary of the draft financial statements was circulated in advance with the meeting materials.</p> <p>MOVED (B. McKinnon) to approve the 2021-22 Financial Statements of Lakehead University and accept the Independent Auditor's Report attached thereto.</p> <p>CARRIED</p>	Brian McKinnon Kathy Pozihun, Rita Blais
13.	Other Business	Angela Maltese

	Discussion ensued regarding the hybrid meeting format and potential ways to improve the experience for those participating virtually.	
The meeting adjourned at 4:27pm. The next Board of Governors meeting is on November 24, 2022, from 9:00am to 1:00pm (EST), on the Orillia Campus.		

Angela Maltese, Chair

Yvonne Roussel, Secretary



MEMORANDUM

Date: November 15, 2022

From: Moira McPherson – President and Vice-Chancellor

To: The Board of Governors

Meeting Date: November 24, 2022

Agenda Item: C3 – President's Report on Appointments

Adjunct Professors

- Dr. Manal Alzghoul was appointed as an External Adjunct Professor in the Department of Health Sciences for the term effective July 1, 2022 to June 30, 2026.
- Dr. Jennifer Chisholm was appointed as an Internal Adjunct Professor in the Faculty of Education for the term effective June 1, 2022 to May 31, 2026.
- Dr. Lionnel Ngue Djon was appointed as an External Adjunct Professor in the Department of Geology for the term effective July 1, 2022 to June 30, 2026.
- Dr. Kathryn Halverson was appointed as an External Adjunct Professor in the School of Nursing for the term effective July 1, 2022 to June 30, 2026.
- Dr. Kang Kang was appointed as an External Adjunct Professor in the Department of Biology for the term effective July 1, 2022 to June 30, 2026.
- Dr. Kang Kang was appointed as an External Adjunct Professor in the Department of Chemical Engineering for the term effective September 1, 2022 to August 31, 2026.
- Dr. Jay Kennedy was appointed as an External Adjunct Professor in the Faculty of Education for the term effective June 1, 2022 to May 31, 2026.
- Dr. Donald McCaskill was appointed as an External Adjunct Professor in the Faculty of Education for the term effective June 1, 2022 to May 31, 2026.
- Dr. David Norris was appointed as an External Adjunct Professor in the Department of Anthropology for the term effective July 1, 2022 to June 30, 2026.
- Dr. Quazi Abidur Rahman was appointed as an External Adjunct Professor in the Department of Computer Science for the term effective July 1, 2022 to June 30, 2026.
- Dr. Ivet Reyes Maturano was appointed as an External Adjunct Professor in the Department of Anthropology for the term effective July 1, 2022 to June 30, 2026.
- Dr. Rebecca Schiff was appointed as an External Adjunct Professor in the Department of Health Sciences for the term effective July 1, 2022 to June 30, 2026.
- Dr. Rajesh Sharma was appointed as an External Adjunct Professor in the Department of Computer Science for the term effective July 1, 2022 to June 30, 2026.
- Dr. Elizabeth Sonnenburg was appointed as an External Adjunct Professor in the Department

- of Anthropology for the term effective July 1, 2022 to June 30, 2026.
- Dr. Amine Trabelsi was appointed as an External Adjunct Professor in the Department of Computer Science for the term effective July 1, 2022 to June 30, 2026.
 - Dr. Angela van Barneveld was appointed as an External Adjunct Professor in the Faculty of Education for the term effective September 1, 2022 to August 31, 2024.
 - Dr. Bradley Vis was appointed as an External Adjunct Professor in the Department of Chemistry for the term effective July 1, 2022 to June 30, 2026.



OPEN REPORT TO THE BOARD OF GOVERNORS – November 24, 2022

From: Mark Smith - Chair, Audit and Risk Committee

Subject: Audit and Risk Committee Open Report

Committee Members: Robert Arnone; Ann Dumyn; Brian McKinnon; Dr. Moira McPherson; Mark Smith (Chair); Cathy Tuckwell

The Board Audit and Risk Committee (BARC) met virtually on November 3, 2022. The following items of business were on the agenda:

Committee Orientation

As part of the Committee orientation, at the first meeting of each Board term, members are provided with their respective Committee's Terms of Reference, Annual Reports to the Board of Governors, an overview of the portfolio of the relevant President's Executive Team member who provides support, and the Committee's draft workplan for the year. The Committee approved its draft workplan.

2021-22 Committee Performance Evaluation Results

The Committee reviewed its performance evaluation results from the previous term.

Sexual and Gender Based Violence Response Policy and Procedures

The Committee approved the revised policy and the new procedures and will be making the following recommendation to the Board of Governors on November 24, 2022:

- MOVED to recommend that the Board approves the proposed Sexual and Gender Based Violence Response Policy and Procedures.

Report(s) Received

- Sexual and Gender Based Violence Response Policy Annual Report (for the period May 1, 2021 to April 30, 2022)

Informational Items Received

- Management Assurance Letter (with respect to compliance with all statutory requirements)
- Audit Fees
- 2022-23 Board Meeting Schedule

Additional information has been reported to the Board in an in camera report.



OPEN REPORT TO THE BOARD OF GOVERNORS – November 24, 2022

From: Robert Arnone - Chair, Finance and Operations Committee

Subject: Finance and Operations Committee Open Report

Committee Members: *Brandon Rhéal Amyot; Robert Arnone (Chair); Dr. Don Kerr; Angela Maltese; Dr. Moira McPherson; Michael Nitz; Anna Sampson; Mark Smith; Cathy Tuckwell; Maria Vasanelli*

The Board Finance and Operations Committee (BFOC) met virtually on November 3, 2022. The following items of business were on the agenda:

Committee Orientation

As part of the Committee orientation, at the first meeting of each Board term, members are provided with their respective Committee's Terms of Reference, Annual Reports to the Board of Governors, an overview of the portfolio of the relevant President's Executive Team members who provide support, and the Committee's draft workplan for the year. The Committee approved its draft workplan.

2021-22 Committee Performance Evaluation Results

The Committee reviewed its performance evaluation results from the previous term.

Other Reports and Updates Received

- Annual Integrated Planning and Budget Development Process
- President's Report

Informational Items Received

- Operating and Ancillary Update (for the period September 30, 2022)
- Investment Reports (for the period September 30, 2022)
- 2022-23 Board Meeting Schedule

There are no recommendations being presented to the Board of Governors on November 24, 2022, during the open meeting.

Additional information has been reported to the Board in an in camera report.



OPEN REPORT TO THE BOARD OF GOVERNORS – November 24, 2022

From: Michael Nitz - Chair, External Relations Committee

Subject: External Relations Committee Open Report

Committee Members: Robert Arnone; Karen Boz; Peter Caldwell; Ann Dumyn; Thomas Kehoe; Dr. Don Kerr; Dr. Moira McPherson; Brian McKinnon; Pauline Mickelson; Michael Nitz (Chair); Anna Sampson; Maria Vasanelli

The Board External Relations Committee (BERC) met on November 2, 2022. The following items of business were on the agenda:

Committee Orientation

As part of the Committee orientation, at the first meeting of each Board term, members are provided with their respective Committee's Terms of Reference, Annual Reports to the Board of Governors, an overview of the portfolio of the relevant President's Executive Team member who provides support, and the Committee's draft workplan for the year. The Committee approved its draft workplan.

2021-22 Committee Performance Evaluation Results

The Committee reviewed its performance evaluation results from the previous term.

Updates and Reports Received

- Institutional Campaign Update, including a Q1 Report
- Report from the President on government relations initiatives

Informational Items Received

- 2022-23 Board Meeting Schedule

There are no recommendations being presented to the Board of Governors on November 24, 2022, during the open meeting.

Additional information has been reported to the Board in an in camera report.



OPEN REPORT TO THE BOARD OF GOVERNORS – November 24, 2022

From: Peter Caldwell - Chair, Governance and Nominating Committee

Subject: Governance and Nominating Committee Open Report

Committee Members: *Brandon Rhéal Amyot; Peter Caldwell (Chair); Dr. Claudine Cousins; Angela Maltese; Dr. Moira McPherson; Rachael Paquette; Anna Sampson; Cathy Tuckwell; Maria Vasanelli*

The Board Governance and Nominating Committee (BGNC) met on November 2, 2022. The following items of business were on the agenda:

Committee Orientation

As part of the Committee orientation, at the first meeting of each Board term, members are provided with their respective Committee's Terms of Reference, Annual Reports to the Board of Governors, an overview of the portfolio of the relevant administrator who provides support as a resource, and the Committee's draft workplan for the year. The Committee approved its draft workplan.

Governance Recommendations

The Committee established a subcommittee (Board Chair, Board Vice-Chair, and the Governance and Nominating Committee Chair) to prioritize the remaining governance recommendations that were carried forward from last year, and provide a recommendation to the BGNC.

2021-22 Committee Performance Evaluation Results

The Committee reviewed its performance evaluation results from the previous term.

Board Exit Interviews

The Committee will be conducting exit interviews, in accordance with the current Board of Governors Exit Interview Guidelines and Process. The members assigned to conduct the interviews are Cathy Tuckwell (Board Vice-Chair) and Anna Sampson. Peter Caldwell was assigned to fill in for either of the assigned interviewers.

Board of Governors Equity, Diversity and Inclusion Policy

The Committee completed its review of the Board of Governors Equity, Diversity and Inclusion Policy. The Director, Human Rights and Equity at Lakehead was consulted during the review. The Committee will be making the following recommendation to the Board of Governors at the November 24, 2022 meeting:

- **MOVED** that the proposed Board of Governors Equity, Diversity and Inclusion policy be approved.

Individual Skills Assessment and EDI Self Identification Survey

The Vice-Provost, Institutional Planning and Analysis reviewed the updated EDI survey with the Committee. The survey is part of the Board's Individual Skills Assessment and EDI Self Identification Survey tool that is completed by all Board members annually.

Board Bylaws

The Committee established a subcommittee (Cathy Tuckwell, Peter Caldwell, Rachael Paquette, Brandon Amyot and will be reaching out to one other Board member who served on past Board bylaw review subcommittees) to continue the review of the items in the Bylaw Review Outstanding Items Report, carried forward from the 2019-20 Bylaw review.

Updates Received

- Third Annual Report on Board Approved Policies and Five Year Policy Review Plan

Informational Items Received

- 2022-23 Board Meeting Schedule

Additional information has been reported to the Board in an in camera report.



Board of Governors Diversity Policy

Category: Governance and Legal;

Jurisdiction: General Counsel and University Secretary; Board Governance & Nominating Committee

Approval Authority: Board of Governors;

Established on: March 7, 2018;

Amendments: None.

The Lakehead University (the “University”) Board of Governors (the “Board”) believes in diversity in its composition, and values the benefits that diversity and an inclusive culture can bring to its governance processes and decisions. Diversity promotes the inclusion of different perspectives and ideas, mitigates against groupthink and ensures that the University has the opportunity to benefit from all available talent. The promotion of a diverse Board makes prudent business sense and makes for better governance oversight.

The University seeks to maintain a Board comprised of talented and dedicated volunteer governors with a diverse mix of expertise, experience, skills, perspectives and backgrounds. The skills and backgrounds collectively represented on the Board should reflect the diverse nature of the environment in which the University operates. For purposes of Board composition, diversity includes, but is not limited to, age, business, community and sector experience, ethnicity and Indigenous status, gender, and geography.

The University is committed to a merit-based system for Board composition within a diverse and inclusive culture that solicits multiple perspectives and views and is free of conscious or unconscious bias and discrimination. The Board will consider candidates on merit against objective criteria having due regard to the benefits of diversity and the needs of the Board

when assessing Board composition or identifying suitable candidates for appointment or re-appointment to the Board.

In addition to periodically assessing the expertise, experience, skills, perspectives and backgrounds of its governors in light of the needs of the Board and reflecting a diverse mix of knowledge, experience, skills and backgrounds, the Board aspires to a Board composition in which men and women are equally represented. The Province of Ontario's stated gender-diversity targets for Boards would see women make up at least 40% of appointments to every provincial board and 30% of positions on all boards of directors. The Board therefore seeks to maintain a Board where at least 40% (ie 5 of 12) of the external members are women and at least 30% (ie 6 of 17) of all members are women. The extent to which this bar is not achieved in composition, the Board will undertake an associated discussion in an open session.

In addressing geographic diversity, the Board should endeavour to ensure its composition includes at least one member from Thunder Bay or Northwestern Ontario; at least one member from Orillia or Simcoe County; and at least one member from outside Northwestern Ontario and Simcoe County. To address ethnic diversity and acknowledging the importance of the indigenous community to the University, the Board should endeavour to ensure its composition includes at least one indigenous member (which could be the individual recommended by the O-AGC).

Any search firm engaged to assist the Board in identifying candidates for appointment to the Board will be directed to include diverse candidates generally and multiple women candidates in particular in order to meet these and other diversity objectives set by the Board. As a result, women candidates for Board of Governors service will be included in the evergreen roster of potential Board nominees.

The Board will review this policy at least once every three years, assessing its effectiveness in promoting a diverse Board and fulfilling diversity objectives.

Review Period: 3 years;

Date for Next Review: 2021-2022;

Related Policies and Procedures: None;

Policy Superseded by this Policy: None.

The University Secretariat manages the development of policies through an impartial, fair governance process, and in accordance with the Policy Governance Framework. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-346-7929 or Email: univsec@lakeheadu.ca.



Board of Governors Equity, Diversity and Inclusion Policy

Category: Governance and Legal;

Jurisdiction: University Secretary; Board Governance & Nominating Committee

Approval Authority: Board of Governors;

Established on: March 7, 2018;

Amendments: **TBD;**

Board Equity, Diversity and Inclusion Statement

Lakehead University's Board of Governors is committed to fostering and supporting Equity, Diversity and Inclusion (EDI) at the University. This includes a commitment to achieving a Board of Governors' membership that reflects the communities the University serves, with the broadest possible range of qualifications, skills, experiences, and perspectives, as well as the myriad of human identities essential to advancing the University's mission. This is with particular regard to equity-deserving groups, toward a membership that is diverse in representation of race, sex, indigeneity, ability, gender identify, gender expression, and sexual orientation.

A diverse Board of Governors, working in an atmosphere of inclusion, will produce better, more innovative decisions. It will further the University's reputation as an equity, diversity, and inclusion leader across Canada, and increase the University's capacity to effectively address and serve the interests of its global community. Diversity and inclusion drive excellence.

The Board of Governors' Role

The Board will support and foster an inclusive culture and the advancement of EDI programs and initiatives at the University. The Board also supports the University's commitments, articulated in the Lakehead University Equity, Diversity, and Inclusion Action Plan 2019-2024 to incorporate EDI in recruitment practices for faculty, staff, students, governors, and other University bodies.

Board Decision-Making

The Board commits to incorporating EDI in the performance of its duties and in its decision-making processes.

Board Recruitment & Composition

The Board will pursue recruitment strategies that enable it to broaden the EDI of the Board of Governors, and ensure that the Board reflects the communities the University serves.

The Board commits to the Government of Canada's 50 – 30 Challenge, a pledge aiming to promote action toward diversity on boards. As part of the pledge, the Board makes two aspirational commitments:

1. Gender parity (50% women and/or non-binary people); and
2. Significant representation (30%) of equity-deserving groups, including:
 - Indigenous Peoples;
 - Racialized, Black, and/or People of Colour;
 - People with disabilities, including invisible and episodic disabilities; and
 - 2SLGBTQ+ (Two Spirit, Lesbian, Gay, Bisexual, Trans, and Queer people) and/or gender and sexually diverse individuals.

A voluntary self-identification survey is circulated annually and reported to the Board of Governors to ensure progress toward diversity and inclusion remains on course.

Board Education

The Board approaches its role in advancing EDI as a journey that requires an open mindedness to continually seek out new knowledge and perspectives. The Board is committed to providing continuous learning for Governors to ensure policies that reflect best practices. The Board will incorporate EDI learning in its own professional development programming.

Review Period: 5 years;

Date for Next Review: 2026 - 2027;

Related Policies, Procedures, and Plans: [2019-2024 Equity, Diversity, and Inclusion Action Plan](#);

Policy Superseded by this Policy: Board Diversity Policy (previously named)

The University Secretariat manages the development of policies through an impartial, fair governance process, and in accordance with the Policy Governance Framework. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343 -8010 Ext. 7929 or Email: univsec@lakeheadu.ca.

OPEN REPORT TO THE BOARD OF GOVERNORS – November 24, 2022

From: Cathy Tuckwell - Chair, Board Learning and Liaison Committee

Subject: Learning and Liaison Committee Open Report

Committee Members: Brandon Amyot; Karen Boz; Dr. Claudine Cousins; Thomas Kehoe; Dr. Don Kerr; Angela Maltese; Pauline Mickelson; Dr. Moira McPherson; Rachael Paquette; Cathy Tuckwell (Chair)

All Board of Governors members were invited to participate in this meeting, in accordance with the BLLC Terms of Reference.

The Board Learning and Liaison Committee (BLLC) met on November 2, 2022. The following items of business were on the agenda:

Committee Orientation

As part of the Committee orientation, at the first meeting of each Board term, members are provided with their respective Committee's Terms of Reference, Annual Reports to the Board of Governors, an overview of the portfolio of the relevant President's Executive Team member who provides support, and the Committee's draft workplan for the year. The Committee approved its draft workplan.

2021-22 Committee Performance Evaluation Results

The Committee reviewed its performance evaluation results from the previous term.

Teaching and Learning Education

The Committee received a presentation on Lakehead International, given by James Aldridge - Vice-Provost, International (Lakehead University).

Professional Development Planning

Committee members received links to Board professional development online resources and opportunities.

Board Winter Retreat Planning: The Committee initiated planning of the Board's annual winter retreat. The following recommendations were made for possible topics for the retreat:

- training in navigating human rights and legal obligations of the Board
- in depth overview of all Board Standing Committees
- environmental, social, and governance (ESG) - recently added to the Board's skills matrix

Updates/Reports Received

- Equity, Diversity and Inclusion Training Session Planning
- Report from the President

Informational Items Received

- 2022-23 Board Meeting Schedule

2022-23 Workplan

The Committee approved its workplan, with the understanding that the workplan is a working document that may evolve during the term as items arise.

2022-23 TERM: ENHANCED ORIENTATION ITEMS		
THESE ITEMS WILL BE INCORPORATED INTO THE WORKPLAN AS PLANS ARE ARRANGED WITH EACH GROUP.		
NEW, ENHANCED ORIENTATION SESSION	Meeting with Faculty Senator on Board/Senate presentation	
NEW, ENHANCED ORIENTATION SESSION	Meeting with Alumni member on the Board/Alumni Board presentation	
NEW, ENHANCED ORIENTATION SESSION	Meeting with the Ogimaawin Indigenous Education Council member on the Board/OIEC presentation	
NOVEMBER 2, 2022 MEETING		
Frequency	Item/Notes	Status/Date Completed
ANNUAL	Committee Orientation/Overview (ie. review draft annual workplan and Committee's Terms of Reference, and other recommended orientation activities)	November 2, 2022
ANNUAL	Review Committee's performance evaluation report from previous term, determine if action plan is required	November 2, 2022
ANNUAL	Professional Development Planning: <ul style="list-style-type: none"> • Initiate planning for the Board winter retreat 	November 2, 2022
EVERY MEETING	Teaching and Learning Education (November Topic: Lakehead International, James Aldridge)	November 2, 2022
EVERY MEETING	Collegial Governance Planning and Initiatives (Update: EDI Training Session)	November 2, 2022
EVERY MEETING	Receive report from President, if necessary	November 2, 2022
JANUARY 25, 2023 MEETING		
Frequency	Item	Status/Date Completed
EVERY MEETING	Research and Innovation Education (January Meeting Topic: Research Internships (Andrew Dean); Report on Research and Innovation Week planning)	
EVERY MEETING	Collegial Governance Planning and Initiatives (November Topic: TBD)	
EVERY MEETING	Professional Development Planning: (Topic TBD)	
EVERY MEETING	Receive report from President, if necessary	
EVERY MEETING	Receive Committee Workplan Progress Report - for information	
MARCH 1, 2023 MEETING		
Frequency	Item	Status/Date Completed
EVERY MEETING	Professional Development Planning: Debrief of Board winter retreat program	
EVERY MEETING	Research and Innovation Education (March Meeting Topic: TBD)	
EVERY MEETING	Collegial Governance Planning and Initiatives (November Topic: TBD)	
EVERY MEETING	Professional Development Planning: (Topic TBD)	
EVERY MEETING	Receive report from President, if necessary	

EVERY MEETING	Receive Committee Workplan Progress Report - for information	
APRIL 12, 2023 MEETING		
Frequency	Item	Status/Date Completed
EVERY MEETING	Teaching and Learning Education (April Meeting Topic: TBD)	
EVERY MEETING	Collegial Governance Planning and Initiatives (November Topic: TBD)	
EVERY MEETING	Professional Development Planning: (Topic TBD)	
EVERY MEETING	Receive report from President, if necessary	
EVERY MEETING	Receive Committee Workplan Progress Report - for information	
MAY 17, 2023 MEETING		
Frequency	Item	Status/Date Completed
EVERY MEETING	Research and Innovation Education (May Meeting Topic: TBD)	
EVERY MEETING	Collegial Governance Planning and Initiatives (November Topic: TBD)	
EVERY MEETING	Professional Development Planning <ul style="list-style-type: none"> Begin planning for Board fall orientation/retreat; Institute of Corporate Directors Membership Renewal 	
EVERY MEETING	Receive President's report, if necessary	
EVERY MEETING	Receive Committee Workplan Progress Report - for information	
SEPTEMBER 13, 2023 MEETING		
Frequency	Item	Status/Date Completed
ANNUAL	Board Mentorship Program: <ul style="list-style-type: none"> Assign mentors/mentees (in accordance with the Board Mentorship Program Guidelines and Process) Receive annual Board Mentorship Program report 	
NEW	Report/review feedback from the new enhanced board orientation, once it is completed	
EVERY MEETING	Teaching and Learning Education (September Meeting Topic: TBD)	
EVERY MEETING	Collegial Governance Planning and Initiatives: LUSU Executive Heads Annual Visit	
EVERY MEETING	Professional Development Planning: <ul style="list-style-type: none"> Finalize Board fall orientation/retreat topics AGB Membership Renewal 	
EVERY MEETING	Receive President's report, if necessary	
EVERY MEETING	Receive Committee Workplan Progress Report - for information	
POLICIES/PROCESSES SCHEDULED FOR REVIEW THIS TERM		
Rationale	Item	Status/Date Completed
	None.	
POLICIES/PROCESSES REVIEW SCHEDULE		
Review Period	Item	Next Review Period
7 YEARS	Adjunct Professor	2027
AS REQUIRED	Board of Governors Mentorship Program (last reviewed April 12, 2021)	AS REQUIRED

RESEARCH & INNOVATION and TEACHING AND LEARNING EDUCATION POTENTIAL TOPICS

Education Area	Topic	Status/Date Completed
Teaching & Learning	Dean Search Process	

There are no recommendations being presented to the Board of Governors on November 24, 2022, during the open or in camera session.



Human Rights Policy

Category: Human Resources;

Jurisdiction: Vice President, Administration and Finance; Board Finance & Operations Committee;

Approval Authority: Board of Governors

Established on: September 16, 1994;

Amendments: February 28, 2008; **TBD (including name change)**

1. Preamble

(1.1) Lakehead University respectfully acknowledges that its campuses are located on the traditional lands of Indigenous Peoples and recognizes the inherent rights of Indigenous Peoples as affirmed in the Canadian Constitution and the United Nations Declaration on the Rights of Indigenous Peoples. Lakehead University acknowledges the special relationship between the University and the Indigenous Peoples on which its campuses are located and is committed to implementing the Calls to Action of the Truth and Reconciliation Commission of Canada, including in relation to curriculum, teaching, and research.

(1.2) Inspired by the Universal Declaration of Human Rights, Lakehead University recognizes that the inherent dignity and equal and inalienable rights of all members of the human family is the foundation of freedom, justice and peace in the world. As a public post-secondary institution, Lakehead University is committed to the fundamental principles as set out under the Ontario *Human Rights Code*, including the principle that it is public policy in Ontario to recognize the dignity and worth of every person and to provide for equal rights and opportunities, without discrimination, in the areas of education, employment, and housing.

(1.3) Lakehead University is committed to the principles of equity, diversity, and inclusion, and recognizes that these principles are fundamental to realize the right to equal treatment in the areas of education, employment and housing for members of equity-deserving groups within the Lakehead University community, including women, Indigenous peoples, members of racialized groups, persons with disabilities, and members of 2SLGBTQ+ groups. The principles of equity, diversity, and inclusion shall extend to all activities, including student and employee recruitment and retention, policy development, teaching, research, and governance at Lakehead University.

(1.4) Lakehead University recognizes that all forms of discrimination including, but not limited to, racism, sexism, ableism, homophobia, and transphobia, are violations of the values and norms of the Lakehead University Community as well as violations of federal and provincial laws. Discrimination violates the fundamental right of persons to fully participate in the economic, social, cultural, and political life of the community. Every member of the Lakehead University Community, whether a student, faculty member, staff member, or volunteer, is responsible for building and fostering a safe and healthy environment that is free from discrimination.

(1.5) Every person who experiences discrimination has the right to a remedy under this Policy. Human rights laws are preventive and remedial rather than punitive, and, therefore, these principles should be reflected in associated human rights policies, procedures, and outcomes of complaints. Where discrimination is found to have occurred, steps shall be taken to ensure that the complainant is, to the extent possible, “made whole” and the effects of the discrimination remedied. Moreover, Lakehead University shall ensure that human rights promotion, including education and training to prevent discrimination, is a core component of a comprehensive human rights system.

(1.6) The purpose of this Policy and associated Human Rights Procedures is to set out Lakehead University’s commitment to promoting the positive values and norms of human rights and to supporting a comprehensive human rights system at Lakehead, including initiatives to prevent and respond to discrimination against any member of the Lakehead University community. This commitment includes:

- (a) supporting the Office of Human Rights and Equity as a department dedicated to promoting and protecting the human rights of students, employees, and volunteers;

(b) supporting a discrimination prevention initiative, including a comprehensive education and training program that emphasizes the rights and responsibilities of students,

employees, and volunteers with respect to human rights; and

(c) supporting a discrimination response initiative, including a comprehensive complaints resolution process that guarantees every person who experiences discrimination with a remedy.

2. Definitions

In this Policy,

“accommodation” means the removal of barriers or flexibility in a policy, practice, rule, or requirement and/or the built environment, to ensure that persons with personal characteristics protected under the Ontario *Human Rights Code* receive equitable treatment and are fully able to participate in all aspects of University community life. The principles of accommodations are dignity, individualization, and inclusion.

“code” means the Ontario *Human Rights Code*, RSO 1990, c H-19.

“complaint” means a report of an incident of discrimination that proceeds to a formal resolution process under the associated human rights procedures.

“complainant” means a person who reports an incident of discrimination.

“director” means the Director of Human Rights and Equity or their designate.

“discrimination” means a distinction, intentional or not, that is based on grounds relating to the personal characteristics of the individual or group concerned, and that has the effect of imposing disadvantages or burdens not imposed on others, or of withholding access to advantages or benefits available to others. Harassment and sexual harassment, where based on a personal characteristics, are discrimination. For the purposes of this policy the term “discrimination” includes: (a) harassment that is based on a personal characteristic; (b) sexual harassment; (c) a poisoned environment that is based on a personal characteristic; and (d) systemic discrimination.

“employee” includes but is not limited to, full-time and part-time unionized and non-unionized faculty and staff, contract faculty and staff, and research and graduate assistants.

“equity-deserving group” means women, Indigenous peoples, members of racialized groups, persons with disabilities, and members of 2SLGBTQ+ groups.

“harassment” means engaging in a course of vexatious comment or conduct that is known or ought to be known to be unwelcome and includes sexual harassment. In some cases, one incident can be serious enough to be harassment or sexual harassment.

“personal characteristic” means a prohibited ground of discrimination under the Ontario *Human Rights Code*: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, disability, family status, marital status (including single status), gender identity, gender expression, receipt of public assistance (in housing only), record of offences (employment only), sex (including pregnancy and breastfeeding), sexual orientation.

“poisoned environment” means persistent or repetitious comments or conduct that creates a hostile or intolerant environment. Comments or conduct need not be directed at a specific person and may be from any person, regardless of position or status. A single comment or action, if sufficiently serious, may create a poisoned environment.

“procedures” means the associated Human Rights Procedures.

“report” means a verbal or written account of an incident of discrimination.

“respondent” means a person(s) against whom allegations of discrimination are made.

“student” means any person who is enrolled in any form of study at Lakehead University.

“systemic discrimination” means policies, procedures, or practices that appear neutral, but result in a disproportionate and negative impact on persons or groups with personal characteristics protected under the *Code*.

“university” means Lakehead University.

“university community member” means a student, employee, volunteer, post-doctoral fellow, and visitor of Lakehead University.

3. Scope

(3.1) This Policy applies to all University Community Members. A Complainant and Respondent must be University Community Members in order to resolve the complaint. However, a University Community Member who experiences discrimination has the right to access accommodations and support services regardless of whether the Respondent is a

University Community Member.

(3.2) This Policy applies to all University activities and University-sponsored events including, but not limited to, the following:

- (a) all classes and workplaces;
 - (b) all electronic communications including email, websites, and social media;
 - (c) experiential learning opportunities including but not limited to placements, internships, co-ops and work studies;
 - (d) research activities;
 - (e) residence;
 - (f) conference activities;
 - (g) athletic and sporting events;
 - (h) external events and meetings including donor, volunteer, alumni and university announcement events and meetings; and
 - (i) social events related to the workplace
- regardless of whether the activity or event is on or off-campus.

(3.3) This Policy in no way is intended to preclude a person who experiences discrimination from pursuing a remedy under any external process, including the Human Rights Tribunal of Ontario or the police. To avoid duplicate processes, the Office of Human Rights and Equity will provide University Community Members with their options with respect to remedies under internal and external resolution processes.

4. Procedural Fairness

(4.1) The Complainant and Respondent have a right to procedural fairness and natural justice in all proceedings under this Policy, including, but not limited to, the investigation, adjudication, and appeal processes. The duty of procedural fairness is to ensure that there is fair and open procedure that provides an opportunity for persons affected by the decision an opportunity to put forward their perspectives and evidence fully and have them considered by a fair and impartial decision-maker, including the following:

- (a) the right to a timely, fair, and open procedure;
- (b) the right of a person against whom allegations are made to know and respond to those allegations before a decision is made;
- (c) the right to be notified of all proceedings and the right to have a representative

present at those proceedings;

(d) the right to have the matter heard by a fair and impartial decision-maker; and

(e) the right to be provided reasons for the decision.

5. Office of Human Rights and Equity

(5.1) The Office of Human Rights and Equity is an arms-length department of the University whose mandate is to promote and protect the human rights of University community members.

(5.2) The Office of Human Rights and Equity is responsible for the implementation of this Policy and the associated Procedures, and has all the powers and duties as set out herein including:

(a) to provide University Community Members with information and consultation on matters related to human rights and discrimination;

(b) to provide University Community Members with education and training on matters related to human rights and discrimination;

(c) to participate in research relevant to human rights and discrimination;

(d) to collect and maintain records and statistics related to incidents of discrimination within the University community;

(f) to investigate and resolve reports and complaints of discrimination; and

(g) to promote principles and practices related to equity, diversity, and inclusion.

(5.3) The Office of Human Rights and Equity is the first point of contact for a University Community Member who experiences discrimination to access accommodations and support services.

6. Human Rights Review Pool

(6.1) The Human Rights Review Pool (the “Pool”) is a pool of University Community Members whose roles and responsibilities are to review and adjudicate complaints of discrimination. The Pool is composed of no less than six (6) and no more than nine (9) members including:

(a) employees of the University who are not faculty members;

(b) employees of the university who are faculty members; and

(c) representatives of the Lakehead University Student Union.

(6.2) No less than two-thirds (2/3) of the Pool shall be composed of members of equity-deserving groups. The Pool shall have diverse gender representation as well as representation from the Thunder Bay and Orillia campuses.

(6.3) The members of the Pool shall, collectively, have expertise in the following:

- (a) discrimination and human rights, including lived experience of racism, sexism, ableism, homophobia, and transphobia;
- (b) human rights and administrative law; and
- (c) investigation and adjudication processes.

The University shall provide members of the Pool with appropriate training.

(6.4) The members of the Pool shall be appointed by the Board of Governors on the recommendation of the President and Vice-Chancellor. Members of the Pool shall serve for a term of three (3) years (the “Term”). If, during the Term, a member is unable to continue serving on the Panel, the Board of Governors shall appoint a replacement member to serve out the remaining term.

(6.5) The Director shall select three (3) members of the Pool to serve on a panel to review and adjudicate each individual complaint of discrimination.

7. Policy Review

(7.1) Lakehead University shall review this policy at least once every five (5) years ensuring that consultation, including student input, forms part of that review.

(7.2) The University may, by approval of the Executive Team, update the following information in this Policy at any time at its discretion:

- (a) the supports and services that are available at the University or in the community;
- (b) the identity of the following University officials, offices and departments:
 - (i) the specific official, office or department at the University that should be contacted to obtain supports and services for students, employees, and volunteers who are affected by discrimination;
 - (ii) the specific official, office or department at the University that should be

contacted to obtain accommodations for students, employees, and volunteers who are affected by discrimination;

(iii) the specific official, office or department to whom incidents of complaints may be reported or Complaints may be made about discrimination; and

(iv) the specific officials, offices or departments that will be involved in each stage of investigation and decision-making processes.

8. Acknowledgements

(8.1) Lakehead University acknowledges the work of numerous Ontario post-secondary academic institutions as well as the Ontario Human Rights Commission whose policies and guidelines informed the drafting of this document.

Review Period: 5 years;

Next Review Period: 2026-2027'

Related Policies and Procedures: Human Rights Procedures; Accommodations and Access for Students with Disabilities/Medical Conditions; Procedures Associated with the Policy on Accommodations and Access for Students with Disabilities/Medical Conditions; Sexual and Gender Based Violence Response Policy;

Policy Superseded by this Policy: Harassment and Discrimination Policy and Procedures

The University Secretariat manages the development of policies through an impartial, fair governance process. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343-8010 Ext. 7929 or Email: univsec@lakeheadu.ca.

Human Rights Review Pool
Proposed Members for 2022-2025

Section 6 of Lakehead University's Human Rights *Policy* provides that:

(6.1) The Human Rights Review Pool (the "Pool") is a pool of University Community Members whose roles and responsibilities are to review and adjudicate complaints of discrimination. The Pool is composed of no less than six (6) and no more than nine (9) members including:

- (a) employees of the University who are not faculty members;
- (b) employees of the university who are faculty members; and
- (c) representatives of the Lakehead University Student Union.

(6.2) No less than two-thirds (2/3) of the Pool shall be composed of members of equity-deserving groups. The Pool shall have diverse gender representation as well as representation from the Thunder Bay and Orillia campuses.

(6.3) The members of the Pool shall, collectively, have expertise in the following:

- (a) human rights and discrimination, including lived experience of racism, sexism, ableism, homophobia, and transphobia;
- (b) human rights and administrative law; and
- (c) investigation and adjudication processes.

The University shall provide members of the Pool with appropriate training.

(6.4) The members of the Pool shall be appointed by the Board of Governors on the recommendation of the President and Vice-Chancellor. Members of the Pool shall serve for a term of three (3) years (the "Term"). If, during the Term, a member is unable to continue serving on the Panel, the Board of Governors shall appoint a replacement member to serve out the remaining term.

(6.5) The Director shall select three (3) members of the Pool to serve on a panel to review and adjudicate each individual complaint of discrimination.

#	Name	Category	Position	Campus
1	BUSET, Hope	Staff Member	Director, Student Services, Bora Laskin Faculty of Law	Thunder Bay
2	BAXTER, Denise	Staff Member	Vice-Provost, Indigenous Initiatives	Thunder Bay
3	GOKANI, Ravi	Faculty Member	Assistant Professor, School of Social Work	Thunder Bay
4	HOVEV, Angela	Faculty Member	Associate Professor, School of Social Work	Orillia
5	PANNU, Aroma	Staff Member	Student Success Specialist	Orillia
6	SAMA, Semie	Faculty Member	Assistant Professor, Bora Laskin Faculty of Law	Thunder Bay
7	VISSER, Beth	Faculty Member	Associate Professor, Interdisciplinary Studies	Orillia
8	WILLIAMS, Fay	Faculty Member		Orillia
9	YOUSAF, Farhan	LUSU	Executive Director, LUSU	Thunder Bay



SENATE REPORT TO THE BOARD OF GOVERNORS

From: Dr. Don Kerr

Board Meeting Date: November 24, 2022

Subject: Senate Report

October 24, 2022 Senate Meeting Summary

Calendar Change Referrals

The Senate referred changes to academic programs, academic regulations and academic admission requirements (known as “calendar changes”) to the appropriate Senate committees for consideration. Before appearing on the Senate agenda for referral to a committee, each calendar change has already been approved by a Faculty Council and the appropriate Dean(s). If the proposed calendar changes are approved by the Senate committees, they will be brought back to the Senate for final approval. This is a very thorough vetting process that includes input from academic units and the Registrar’s office as well as consideration of potential budgetary implications. The establishment and revision of academic programs, regulations and admission requirements is a primary function of the Senate as set out in the Lakehead University Act, 1965. The Senate also granted final approval to a number of calendar changes.

During the consideration of new program approvals discussion ensued regarding the process for approval of new programs in light of the budgetary challenges being faced by the University. The Senate Academic Committee and Senate Budget Committee Chair’s clarified the processes followed. In addition the following topics were discussed:

- proposed Mechatronics program proposal brief details
- criteria used to determine budgetary implications of calendar changes
- resource equity and potential impacts of new programs on other faculties
- Senate calendar change review process

Contribution to Teaching Awards

Dr. Barnett spoke to the accomplishments of each of the following award recipients being honoured at the Senate meeting:

Teaching Innovation Awards

- Dr. Pauline Sameshima, Faculty of Education
- The Lake Superior Living Labs Network Team co-led Dr. Lindsay Galway and Dr. Charles Levkoe, Faculty of Health and Behavioural Sciences

Teaching Support Award

- Alexa Haberer, School of Outdoor Recreation, Parks and Tourism

Senate Committee Reports and Recommendations

The reports of the Senate Academic Committee, Senate Budget Committee, Faculty of Graduate Studies Council, Senate Organization Committee, Senate Research Committee, Senate Teaching and Learning Committee, and Senate Undergraduate Studies Committee were circulated in advance of the meeting.

The Senate adopted the following Senate Committee recommendations:

- MOVED that the following additional sanction option be added to Paragraph 83 of the Student Code of Conduct - Academic Integrity under the sanctions requiring approval or recommendation of the student's Dean:
 - Inability for a student to withdraw from a particular course
- MOVED that the attached amendments to the Distinguished Researcher Award Guidelines be approved.
- MOVED that the May 9, 2023 Senate meeting be rescheduled to take place on May 15, 2023 from 2:30 - 4:30 PM ET. It was clarified that this change is being proposed to allow some additional time for final grades and graduation assessment to be completed prior to coming forward to the Senate. (recommended by the Senate Executive Committee)

Other Recommendations

The Senate approved the following additional recommendations:

- MOVED that the candidates on the distributed Graduands List be awarded the undergraduate degrees or diplomas, and graduate degrees indicated.
- MOVED that the attached LUSU appointment recommendations be approved.
- MOVED that the attached Adjunct Professor appointments be approved.

The Senate was provided with the following items for information:

- Adjunct Professor Renewals
- Calendar Change Deadlines Final Reminder
- Ogimaawin Indigenous Education Council Report
- Board of Governors Report
- Council of Ontario Universities (COU) Academic Colleagues Report
- President's Report
 - Report on COU government advocacy
 - Ontario Learn and Stay Grant
- Provost and Vice-President, Academic Report
 - Strategic Enrolment Management and Fall Financial Update Presentation

→ Following the presentation discussion ensued regarding the following topics:

- budget model
- class sizes and pedagogical consideration
- Government advocacy efforts Components of “other revenue”
- Strategic Enrolment Management
- factors impacting faculty hiring
- deferred maintenance
- funding for strategic initiatives
- budgeted projections vs. actual

The next Senate meeting is scheduled to take place on November 28, 2022

Access to the Senate meeting materials is available on the [Senate section of the website](#).



Report on the October 17, 2022 Ogimaawin Indigenous Education Council (OIEC) Meeting

To: Lakehead University Board of Governors

From: Yvonne Roussel – Interim University Secretary

Subject: Ogimaawin Indigenous Education Council (OIEC) Report

OIEC Members: Brandon Amyot - Board of Governor Member (Lakehead University); Precious Anderson - Member-At-Large; Robert Atastise - Member At Large; Greer Atkinson - Ogemawahj Tribal Council; Dr. David Barnett - Provost and Vice-President, Academic (Lakehead University); Denise Baxter - Vice-Provost, Indigenous Initiatives (Lakehead University); Kathy Beardy - Nishnawbe Aski Nation; Matthew Bombardier - Indigenous Student Member (Lakehead University); Alecia Boshcoff - Fort William First Nation; Charles Brown - Member At Large; Alicia Cameron - Member-At-Large; Paul Capon - Matawa First Nations; Ben Cousineau - Chippewas of Rama First Nation; Lorrie Deschamps - Oshki-Pimache-O-Win Education & Training Institute; Christopher Glover - Designate, Orillia Principal (Lakehead University); Dr. Moira McPherson - President and Vice-Chancellor (Lakehead University, Non Voting); Amy Nadijwon-Tobey (Chippewas of Nawash Unceded First Nation Board of Education); Grand Council Chief Reg Niganobe (Anishinabek Nation); Elder Gene Nowegejick (Non Voting); Dr. Lana Ray - Indigenous Faculty Member (Lakehead University); Dr. Linda Rodenburg - Interim Orillia Principal (Lakehead University); Yvonne Roussel - Interim University Secretary (OIEC Secretary); Dr. Bryanna Scott-Kay (Metis Nation of Ontario); Valerie Stortini (Chair) - Thunder Bay Indigenous Friendship Centre; Howard Twance - Seven Generations Education Institute; Dr. Anita Vaillancourt (OIEC Advisors Committee Chair)

Prior to the meeting, an online OIEC Orientation Session was held for all members.

The OIEC met virtually on October 17, 2022. Elder Gene Nowegejick shared an opening and closing prayer.

New members in attendance were welcomed and introduced: Dr. Bryanna Scott-Kay, Amy Nadijwon-Tobey and Brandon Amyot.

New OIEC Secretary, Yvonne Roussel was welcomed and introduced.

The following items of business were on the agenda:

Format of Meetings

The group continues to discuss the format of future meetings. For now, meetings will be held virtually.

Report from the OIEC Ad Hoc Nominating Committee

OIEC Ad Hoc Nominating Committee Terms of Reference Review:

The group reviewed the Terms of Reference and determined that the Ad Hoc Committee should be established as a Standing Committee of the OIEC, due to its ongoing work. The following motion was approved:

- MOVED that the OIEC Ad Hoc Nominating Committee be approved as an OIEC standing committee, and that the proposed amendments to the terms of reference be approved.

The Ad Hoc Committee provided the following reports and updates with regards to membership:

- Notice of expiring terms
- Report on current vacancies
- Vice-Chair recruitment update

Other Reports and Updates Received

- Presidential Search Update
- OIEC Advisors Committee Update
- Senate Academic Committee/OIEC Joint Subcommittee Update
- President's October 2022 Online Report
- Reports from Matawa First Nations and the Thunder Bay Indigenous Friendship Centre

Informational Items Received

- Written Resolutions Approved Electronically on June 6, 2022 (re appointments and meeting schedule)
- Written Resolution Approved Electronically on July 20, 2022 (re Brandon Amyot appointment)
- Senate Report (of the September 19, 2022 meeting)
- Office of Indigenous Initiatives Report (for the period May 17 to October 20, 2022)
- 2022-23 OIEC Meeting Schedule

The next virtual OIEC meeting is scheduled to take place on December 5, 2022, 2:00pm to 4:00pm (EST).



Sexual and Gender Based Violence Response Policy

Category: General;

Jurisdiction: Vice President, Administration and Finance; Board Audit & Risk Committee;

Approval Authority: Board of Governors;

Established on: December 21, 2016 (approved by Executive Committee on behalf of the Board);

Amendments: March 7, 2018; February 24, 2022.

1. Preamble

- 1.1. Lakehead University ("the University") is committed to maintaining a healthy and safe learning, living, social, recreational and working environment for all members of its diverse community. The University strives to foster an atmosphere of healthy attitudes and behaviours towards sexuality, sex and gender roles. The University also recognizes that all violence, in particular sexual and gender based violence, is rooted in the abuse of power and thus persons with less societal power have increased vulnerability.
- 1.2. All forms of sexual and gender based violence jeopardize the welfare and safety of the community and efforts to address sexual and gender based violence must be grounded in the recognition of the disproportional effects on equity-seeking groups. Therefore, some acts of sexual and gender based violence are also acts of sexism, racism, ableism, homophobia, transphobia or their intersections. Sexual and gender based violence violates the Ontario Human Rights Code and the University's institutional values, in particular, the right of all individuals to be treated with dignity and respect. Lakehead University will not condone or tolerate any form of sexual and gender based violence. The primary focus of this Sexual and Gender Based

Violence Response Policy (the “Policy”) is on the University’s response to sexual and gender based violence.

- 1.3. The purpose of the Policy is to articulate the University’s commitment to supporting Survivors of sexual and gender based violence and addressing incidences of sexual and gender based violence. Specifically, this Policy sets out:
- a) The University’s principles around sexual and gender based violence including confidentiality;
 - b) The supports and services available for Survivors on Campus and in the community;
 - c) The supports associated with sexual and gender based violence Disclosure;
 - d) The accommodations (academic and otherwise) available for Survivors of sexual and gender based violence;
 - e) The Complaint process for sexual and gender based violence;
 - f) The University’s education and training function; and
 - g) The means by which this Policy will be reviewed and reported.

2. Scope

- 2.1. This Policy applies to all University Community Members. This Policy applies on all University Campuses and at all University sponsored activities and events including without limitation cooperative or college placements, sporting events and gym memberships. This Policy applies if the person affected by sexual and gender based violence is a University Community Member – irrespective of where the sexual and gender based violence occurred and irrespective of whether the person accused of sexual and gender based violence is a University Community Member. This Policy applies if the person accused of sexual and gender based violence is a University Community Member – irrespective of where the sexual and gender based violence is alleged to have occurred and irrespective of whether the subject of the alleged sexual and gender based violence is a University Community Member. Thus this policy applies to any person wishing to make a complaint of Sexual and Gender Based Violence against a Lakehead University Community Member.

- 2.2. A Complaint may be filed with the Office of Human Rights and Equity only if the Respondent is a University Community Member.

3. Sexual and Gender Based Violence

- 3.1. In this Policy, sexual and gender based 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, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation.
- 3.2. This policy acknowledges that sexual and gender based violence is a global problem endemic to all cultures and societies, including university communities.
- 3.3. The terms: gender identity, gender expression, gendered violence, sexual assault, sexual harassment, stalking, sexual cyber harassment, indecent exposure, voyeurism, sexual exploitation, consent and intoxication are defined in Appendix "A" to this Policy.

4. Definitions

- 4.1. The following definitions apply to this Policy.
- 4.2. **Allege (a wrong-doing):** To claim or assert that someone has done something wrong, before it has been proven through a legal or authoritative process.
- 4.3. **Appropriate Manager/ Supervisor:** the person in a direct position of authority over a Respondent who is also an Employee of the University.
- 4.4. **Bystander:** A Bystander is anyone who is in a position to intervene before, during or after the action(s) of sexual and gender based violence and includes those who receive a Disclosure of sexual and gender based violence. A Bystander is neither a person who is the subject of sexual and gender based violence nor a person accused of sexual and gender based violence.
- 4.5. **Campus:** Includes all grounds and buildings administered by the University, including all physical and digital spaces that are administered by the University.
- 4.6. **Complainant:** a victim or Survivor of sexual and gender based violence or the University who files a Complaint under this Policy.

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- 4.7. **Complaint:** A written complaint of sexual and gender based violence filed by a Complainant in accordance with paragraphs 11.1.1 and 11.1.2 of this Policy.
- 4.8. **Disclosure:** When a person tells a University Community Member that they have experienced or witnessed sexual and gender based violence involving a University Community Member.
- 4.9. **Employee:** Includes all persons who are in an employment relationship with the University, including but not limited to: all administrators, faculty, staff, research assistants, tutorial assistants and coaches.
- 4.10. **Interim Measures:** means temporary measures that the University may take in order to protect the safety of a University Community Member or protect them from reprisal or threat of reprisal for making use of this Policy.
- 4.11. **Intersectionality:** The interconnected nature of grounds of discrimination such as gender or race or disability that creates overlapping and often additional systems of disadvantage.
- 4.12. **Ministry** means the Ministry of Advanced Education and Skills Development, and **Minister** means the Minister of the Ministry.
- 4.13. **Report:** A written statement to the Office of Human Rights and Equity accounting an incident of sexual and gender based violence.
- 4.14. **Respondent:** A person who has been accused of committing sexual and gender based violence. The person accused is the Respondent in a Complaint involving sexual and gender based violence.
- 4.15. **Student:** includes all undergraduate and graduate students enrolled in a degree or a certificate program at the University and includes those enrolled in on-line learning as well as those registered in English Language studies.
- 4.16. **Support Person:** Any person who provides psychological or emotional support to a Survivor.
- 4.17. **Survivor:** A University Community Member who has experienced or been negatively impacted by sexual and gender based violence.
- 4.18. **University Community Members:** Refers to Students, Employees, union and non-union staff, faculty, administration, Senators, members of the Board of Governors,
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volunteers, contractors, suppliers, post-doctoral fellows, and visitors to Lakehead University and others who are on Campus.

5. Principles and Interpretation

5.1. The University is committed to the principles set out below. The interpretation of this Policy should be based on these principles:

- a) Ensuring that a Survivor-centred approach is followed. This means believing and respecting all individuals who identify their experience of sexual and gender based violence as being the best judge of their own interests and ensuring where possible that their wishes are considered. A Survivor-centred approach ensures that victims/Survivors are neither blamed nor shamed but are supported and empowered in processes that affect them;
- b) Recognizing that an individual may not identify with either the label “victim” or “Survivor”, and respecting each individual’s preferred term in interactions with that individual;
- c) Ensuring that those who disclose sexual and gender based violence of any kind are treated with dignity and respect;
- d) Respecting the rights and intersectional realities of equity-seeking groups;
- e) Assisting those affected by sexual and gender based violence in obtaining counseling and medical care, whether on or off Campus;
- f) Providing those affected by sexual and gender based violence with appropriate academic and other accommodation(s);
- g) Providing those affected by sexual and gender based violence with information about their options under this Policy and outside of this Policy;
- h) Maintaining confidentiality of those who have made a Disclosure, Report or Complaint of sexual and gender based violence, to the greatest extent possible;
- i) Ensuring University investigation and adjudication procedures are available in accordance with this Policy;
- j) Ensuring that the procedures under this Policy afford appropriate procedural fairness to all affected parties throughout all processes under this Policy;

- k) Providing education and training opportunities to University Community Members about responding to Disclosures of sexual and gender based violence; and
- l) Providing educational opportunities and information to University Community Members about how to identify situations that involve, or could progress into, sexual and gender based violence and about how to reduce and prevent these forms of violence and harassment.

6. Confidentiality

- 6.1. The confidentiality of those who have made a Disclosure, a Report or a Complaint of sexual and gender based violence shall be safeguarded, to the greatest extent possible.
- 6.2. If an investigation or other proceeding is carried out pursuant to this Policy, the names of those involved will not be released except as required pursuant to this Policy or as required by law.
- 6.3. Confidentiality may be limited where:
 - a) There are reasonable grounds to believe that an individual is at imminent risk of self-harm;
 - b) There are reasonable grounds to believe that one or more persons in the University or wider community may be at risk of harm;
 - c) Reporting is required by law;
 - d) A non-anonymous Complaint has been filed and thus would be shared to a limited number of people directly involved with processing the Complaint; or
 - e) An accommodation, support or service is being provided.

7. Supports, Services and Accommodations (Academic and Otherwise)

7.1. The supports and services for those affected by sexual and gender based violence (including the subject of the sexual and gender based violence and Bystanders) that are available on Campus and within the communities of Thunder Bay and Orillia are set out, together with contact information, in Appendix “B” to this Policy.

- 7.2. University Community Members affected by sexual and gender based violence and who need assistance to access the supports and services outlined in Appendix “B” to this Policy may seek assistance directly from the support or service provider or through the Office of Human Rights and Equity.
- 7.3. University Community Members who are affected by sexual and gender based violence and require accommodations (academic and otherwise) will be appropriately accommodated and should seek accommodations through the Office of Human Rights and Equity. Appropriate accommodations may include, but are not limited to: supports for mental and physical well-being, supports to promote feelings of safety, supports to continue with their education or employment and supports to reduce contact with the Respondent.
- 7.4. It is not necessary to Report an incident of sexual and gender based violence or to make a Complaint under this Policy to obtain supports and services including those outlined in Appendix “B” to this Policy or appropriate accommodations (academic or otherwise).
- 7.5. There is no time limit that applies to making a request for supports, services or accommodations under this Policy.

8. Disclosure

- 8.1. A University Community Member who experiences sexual and gender based violence, or a Bystander, may choose to make a Disclosure of sexual and gender based violence. Disclosure, in these circumstances, is about sharing an account of what happened. University Community Members who make a Disclosure or who receive a Disclosure are fully entitled to seek supports, services and accommodations irrespective of whether they Report or file a Complaint about the sexual and gender based violence.
- 8.2 The University recognizes that some individuals may be hesitant to disclose or report sexual and gender based violence in cases where they have been using alcohol or drugs. A Complainant who, in good faith, discloses or reports an incident of sexual and gender based violence will not be subject to any disciplinary actions for violations of University policies related to alcohol

and/or drug use at the time that the sexual and gender based violence occurred.

- 8.3. While Disclosure may be made to any University Community Member, those who experience sexual and gender based violence are encouraged to contact the Office of Human Rights and Equity directly. The Office will provide, on a confidential basis, assistance in obtaining supports and services as well as information regarding options for reporting the incident.
- 8.4. Typically, a Complaint under this Policy will only be initiated if the individual making the Disclosure wishes to pursue a Complaint. However, the University reserves the right, at its sole discretion, to initiate a Complaint where there are reasonable grounds to believe that there is a safety risk or the University has a legal duty to investigate the matter.
- 8.5. There is no time limit for making a Disclosure under this Policy.
- 8.6. What to do if you receive a Disclosure**
 - 8.6.1. A University Community Member who receives a Disclosure should be respectful and supportive, provide assistance as appropriate, and encourage the individual to visit the Office of Human Rights and Equity to explore possible supports, services and accommodations as well as complaint options. The University Community Member who receives the Disclosure should maintain strict confidentiality with respect to that Disclosure unless there are reasonable grounds to believe that there is a safety risk, or the University has a legal duty to investigate the matter.
 - 8.6.2. A University Community Member who receives a Disclosure and has reasonable grounds to believe that an individual is at imminent risk of self-harm is encouraged to seek assistance from one or more of the emergency services outlined in Appendix B and stay with the individual until emergency assistance is provided to the individual.
 - 8.6.3. A University Community Member who receives a Disclosure and has reasonable grounds to believe that one or more individuals at the University or within the wider community may be at risk of harm is

encouraged to seek assistance from one or more of the emergency services outlined in Appendix B.

- 8.6.4. A University Community Member who receives a Disclosure and contacts emergency services as outlined above in section 8.5.2 or 8.5.3, is encouraged to Report the situation to the Office of Human Rights and Equity.
- 8.6.5. A University Community Member who is an Employee should keep track of all Disclosures, in an anonymous way, and report these to the Office of Human Rights and Equity for aggregate data reporting (see section 12.3.1).
- 8.6.6. A University Community Member who receives a Disclosure and requires support, services or accommodations as a consequence of the Disclosure, should report to the Office of Human Rights and Equity to request same.

9. Reporting

- 9.1. An individual who experiences sexual and gender based violence may choose to Report sexual and gender based violence to the Office of Human Rights and Equity, regardless of whether they choose to file a Complaint.
- 9.2. University Community Members who experience sexual and gender based violence are entitled to supports, services and accommodations irrespective of whether they file a complaint. University Community Members who experience sexual and gender based violence will not be asked irrelevant questions relating to their sexual expression or past sexual history. University Community Members who experience sexual and gender based violence and require accommodations (academic and otherwise) will be reasonably accommodated
- 9.3. An individual who experiences sexual and gender based violence may also choose to make a report to the police and will be supported by the Office of Human Rights and Equity in so doing.

- 9.4. The record of the Report will be used for aggregate data reporting (more particularly described in paragraph 12.3.1 herein).
- 9.5. In certain situations, a Survivor of sexual and gender based violence who makes a Report may wish to pursue an informal resolution process that could include mediation. This option will be assessed by the Office of Human Rights and Equity after consideration of the severity of the act, and any safety or risk factors. The Office of Human Rights and Equity will facilitate informal resolution if it determines that informal resolution is safe and it is the expressed wish of both the Survivor and Respondent.
- 9.6. A Report may cause an investigation or Complaint to be initiated; however, typically this will only happen if the person who made the Report wishes to initiate an investigation or a Complaint. The University reserves the right, at its sole discretion, to initiate a Complaint, even if the person who made the Report does not wish to make Complaint, if there are reasonable grounds to believe that there is a safety risk or the University has a legal duty to investigate the matter.

10. Interim Measures

- 10.1. The University may implement Interim Measures when the University concludes that such measures are necessary to protect the safety and security of another University Community Member regardless of whether a formal Report or Complaint has been made under this Policy.
- 10.2. The decision to implement Interim Measures will be made after balancing the safety and security of the University Community Member deemed to be at risk, with the rights of the Respondent. Where Interim Measures are necessary the University will seek to implement the least disruptive measures that still achieve the University's goal of promoting safety and security.
- 10.3. Decisions with respect to Interim Measures affecting Students will be made by the Office of Human Rights and Equity in consultation with the Sexual and Gender Based Violence Assessment Committee as necessary. Decisions with respect to Interim Measures affecting University Community Members who are not Students, will be made by the Appropriate Manager/Supervisor if the

individual is an Employee and by the Vice-President of Administration and Finance or a designate if the University Community Member is neither a Student nor an Employee.

- 10.4. Any of the Respondent, the individual who experienced sexual and gender based violence, and the Complainant may request modifications to Interim Measures and may make a written submission in support of their request. Requests for modifications shall be submitted to the Office of Human Rights and Equity. Requests for modifications involving Students shall be considered by the Office of Human Rights and Equity which may bring the request to the Sexual and Gender Based Violence Assessment Committee for consideration. Requests involving Employees shall be considered by the Appropriate Manager/Supervisor. Requests involving non-Students and non-Employees shall be considered by the Vice-President Administration and Finance or a designate. All requests for modifications to interim measures will be considered in relation to the safety of the University community.
- 10.5. A non-exhaustive list of possible Interim Measures includes:
- A no contact requirement;
 - A requirement to sign in and out of the University with security;
 - Suspension from the Library or athletic facilities including temporary removal of Lakehead membership from external facilities;
 - Suspension from University extra-curricular activities
 - Suspension from class attendance;
 - Trespassed from Campus;
 - Suspension from email access;
 - A curfew for those who reside on Campus; and
 - A relocation in residence or alternative housing for those who reside on Campus.
- 10.6. Interim Measures implemented will end the earlier of when:

- a) The Office of Human Rights and Equity, the Assessment Committee, the Appropriate Manager/Supervisor, or the Vice-President Administration and Finance, as the case may be, determines they should end;
 - b) There is a finding that no investigation is warranted;
 - c) There is a finding that no meeting of the Sexual and Gender Based Violence Adjudication Panel is warranted;
 - d) Complaint is withdrawn by a Complainant and the Complaint is not taken up by the University; or
 - e) Decisions and resulting consequences are determined by the Adjudication Panel or Appropriate Authority.
- 10.7. Accommodations and Interim Measures implemented in accordance with this Policy are not intended to be punitive or disciplinary within the meaning of any relevant collective agreement or university policy¹¹.
- Complaint Process, Investigation, Adjudication

11.1. Complaint Process

11.1.1. Filing and initiating a Complaint

- a) Complaints must be submitted, in writing, to the Office of Human Rights and Equity. Complaint forms may be accessed online at <https://www.lakeheadu.ca/faculty-and-staff/departments/services/human-rights-and-equity>. Complaints may be submitted as follows:
 - by regular mail to the Office of Human Rights and Equity at 955 Oliver Road, Thunder Bay, ON P7B 5E1,
 - in person, Li 5012, Chancellor Paterson Library (Thunder Bay) or Simcoe Hall 500 University Ave, (Orillia), Office of Student Affairs (Students), Office of Human Resources (Employees and visitors)
 - Or by confidential email to humanrights@lakeheadu.ca.
- b) A Complaint may be filed with the Office of Human Rights and Equity if the Respondent is a University Community Member.

- 11.1.2. A Complaint must be in writing and set out: the name of the Respondent, the nature and details of the sexual and gender based violence alleged, including detailed facts, specific dates and names of potential witnesses. The Office of

Human Rights and Equity will acknowledge receipt of the Complaint, review it and, if necessary, seek clarification.

11.1.3. Complaints that are malicious, retaliatory, vexatious, or made in bad faith do not fall under this Policy, and may be dealt with under other applicable University Policies.

11.1.4. An individual who has experienced sexual and gender based violence will retain control over whether a Complaint will be initiated under this Policy and the right to withdraw their Complaint at any time. To the greatest extent possible, the University will respect the person's choice not to proceed with a formal Complaint or request that the University not investigate. Notwithstanding, the University, at its sole discretion, reserves the right to investigate, initiate, or continue a Complaint if it has reason to believe that there is a safety risk or if the University has a legal obligation.

11.1.5. The Office of Human Rights and Equity will send a written notice to the Respondent informing the Respondent of the Complaint, enclosing a copy of the Complaint and informing them that the Assessment Committee will assess the Complaint. The Complainant and the Respondent will be directed to maintain strict confidentiality with respect to the Complaint Process.

11.2. Sexual and Gender Based Violence Assessment Committee ("Assessment Committee")

11.2.1. The Sexual and Gender Based Violence Assessment Committee is newly formed for each Complaint of sexual violence to ensure that Complaints are processed in an independent and unbiased manner. It is comprised of:

- a) Director* of the Office of Human Rights and Equity (Chair); and
- b) Two Employees of the University chosen by the Director* of the Office of Human Rights and Equity.

**Should the Director be in conflict or unavailable the Vice President of Finance and Administration shall designate a replacement.*

- 11.2.2. Upon receipt of a Complaint, the Office of Human Rights and Equity will convene the Assessment Committee. The Assessment Committee will assess the Complaint and determine whether: (a) the Respondent is a University Community member; (b) the conduct set out in the Complaint falls within the definition of sexual and gender based violence as set out in this Policy; (c) the matter falls more appropriately under another University Policy; and (d) there is a need for Interim Measures arising from immediate risks to safety.
- 11.2.3. If the Assessment Committee considers that the conduct in question falls within the definition of sexual and gender based violence as set out in this Policy, that the Complaint be investigated, the Respondent is a University Community Member and this Policy is the appropriate forum for the Complaint, it will appoint an Investigator.
- 11.2.4. If no Investigator is appointed the decision of the Assessment Committee will be provided to the Complainant and Respondent by the Office of Human Rights and Equity, in writing with brief reasons.
- 11.2.5. Should the Respondent leave the Lakehead University Community prior to the completion of a Complaint adjudication process, the investigation may continue as outlined below, however any further processing may, at the discretion of the University, be held in abeyance until the Respondent rejoins. A confidential information note of any abeyance will be placed in the Respondent's student record, or Employee file.

11.3. Investigation

- 11.3.1. When the Assessment Committee appoints an investigator to investigate a Complaint, the investigator will not have a conflict of interest in relation to either the Complainant or the Respondent and will be competent to conduct investigations related to allegations of sexual and gender based violence.
- 11.3.2. When an investigator is appointed, the Office of Human Rights and Equity will send a written notice to the Respondent and the Complainant

informing both of the name of the Investigator. This notice will indicate that the Respondent will have an opportunity to respond to the written Complaint in writing and that the investigator will arrange interviews as the investigator deems appropriate. The Complainant and the Respondent will be directed to maintain strict confidentiality with respect to the investigation. Any breaches of this directive will be dealt with under the respective Lakehead University Code of Conduct.

- 11.3.3. If the Respondent provides a written response to the Complaint, the Investigator will send a copy of the Respondent's response to the Complainant.
- 11.3.4. The Complainant, the Respondent and any witnesses interviewed by the Investigator have the right to have a Support Person present during their interview(s) with the Investigator.
- 11.3.5. The Complainant, the Respondent and any witness interviewed by the Investigator also have the right to be represented by legal counsel during the interview(s) with the investigator.
- 11.3.6. If the Respondent is an Employee and is represented by a trade union the Respondent shall have the right to union representation during any investigatory meeting with the Investigator.
- 11.3.7. If the Respondent is an Employee, the Office of Human Rights and Equity will advise the Appropriate Manager/Supervisor, in writing, of the Complaint, the nature of the Complaint, and the investigation. The Appropriate Manager/Supervisor must maintain confidentiality, to the greatest extent possible with respect to the Complaint and the investigation.
- 11.3.8. All interviews conducted by the Investigator will be conducted in a fair, impartial, and professional manner mindful of professional practices surrounding parties to sexual and gender based violence complaints. The investigator will remind any persons engaged in an investigation of the requirement to protect and keep confidential the personal

information of the parties involved in the investigation, including the fact that an investigation is proceeding.

- 11.3.9. Either party may submit additional documentation or evidence to the Investigator at the time of their interview or during a time agreed upon by the Investigator which may then become part of the investigation report.
- 11.3.10. Those who require supports, services or accommodations to participate in the investigation process are encouraged to approach the Office of Human Rights and Equity to obtain same.
- 11.3.11. Either or both of the Complainant and Respondent may choose not to participate in the investigation. If this choice is made, the investigation report will reflect such choice, if it is relevant.
- 11.3.12. The investigator will compile all of the information submitted by the Complainant and Respondent, as well as any other information gathered during the investigation and will complete an investigation report setting out the facts the investigator has adduced during the course of the investigation.
- 11.3.13. The investigation and its report will be completed in a timely fashion. Updates on the Complaint process may be sought from the Office of Human Rights and Equity by the Complainant and Respondent.

11.4. Investigation report

- 11.4.1. Upon completion of the investigation, the investigator will send a written confidential report together with any documents and any other forms of evidence submitted to the investigator during the investigation, to the Office of Human Rights and Equity.
- 11.4.2. The Office of Human Rights and Equity will send the investigation report to the Respondent (and the Complainant if the Complainant wishes and if it is appropriate in the circumstances) with the explicit instruction to protect and keep confidential the personal information of those involved in the investigation and avoid acts of reprisal.

11.4.3. The Office of Human Rights and Equity will also forward the investigation report to the Assessment Committee who will review then determine whether the matter will be referred to a Sexual and Gender Based Violence Adjudication Panel (the “Panel”). If, in the view of the Assessment Committee, the investigation report indicates that there are no reasonable prospects of a finding that sexual and gender based violence occurred, the matter will not be referred to the Panel.

11.4.4. The finding of the Assessment Committee will be communicated by the Office of Human Rights and Equity to the Complainant and the Respondent in writing, with brief reasons.

11.5. Sexual and Gender Based Violence Adjudication Panel (Panel)

11.5.1. Unless the Assessment Committee determines that the matter should not proceed to adjudication, the Office of Human Rights and Equity will assemble a three (3) person Panel and notify them of the Complaint.

11.5.2. The Panel will be selected from a pool of up to fifteen (15) people who are:

- a) tenured members of the faculty of the University;
- b) senior administrators of the University;
- c) other Employees of the University; or
- d) individuals from the community with knowledge and training with respect to sexual and gender based violence.

Each member of the pool shall be appointed for up to a three-year term by the Board of Governors on the recommendation of the President of the University.

11.5.3. The Panel assembled by the Office of Human Rights and Equity shall have no conflict of interest with the Complainant or Respondent. All Panels must have University representation whereas Community representation is not mandatory. Expertise on sexual and gender based violence and procedure, as well as a legal advisor, will be

available to the Panel and coordinated by the Office of Human Rights and Equity.

- 11.5.4. The Office of Human Rights and Equity will notify the Complainant and the Respondent, in writing, of the Panel composition and of the right to challenge this composition based on any conflict of interest. The Office of Human Rights and Equity will determine whether any adjustments to the Panel composition are required.
- 11.5.5. One member of the Panel will be appointed by the Panel as the “Chair” and will serve as the main point of contact between the Office of Human Rights and Equity and the Panel. Should the Panel require any additional information or support, this may be sought by the Chair through the Office of Human Rights and Equity.
- 11.5.6. The Office of Human Rights and Equity will send a copy of the Complaint, the response and the final investigation report and other documents submitted by the Complainant or the Respondent (all such information is collectively referred to as the “Evidence Dossier”) to the members of the Panel for their review.
- 11.5.7. Normally, within ten (10) business days after the Evidence Dossier is provided to the Panel, the Office of Human Rights and Equity will convene meetings of the Panel and the Complainant and Respondent. The notice will indicate the date, time, place and purpose of the meeting as well as include a statement that if the Complainant or the Respondent does not attend or participate in the meeting, the Panel may proceed in their absence, subject to any applicable accommodations.
- 11.5.8. The Chair of the Panel shall regulate the conduct of the meeting including, without limitation, removing any party or witness who is acting in contempt of the Panel or its processes. Without limiting any other remedies that may be available at law, any party or witness who is in violation of a directive of the Panel may be subject to the respective Lakehead University Code of Conduct.

- 11.5.9. In conducting a meeting, the Panel may proceed by way of a statement of facts agreed to by the parties, thus avoiding the need for other evidence.
- 11.5.10. Each of the parties to the meeting may be accompanied by a Support Person. Each party may also be represented by legal counsel. A party who is an Employee may have union representation if they are represented by a trade union.
- 11.5.11. The Panel meetings will be arranged so that the Complainant and the Respondent do not meet face-to-face unless all parties agree to do so.
- 11.5.12. The Panel meetings will be conducted in person or via video technology and the meetings will be closed, that is they will be private.
- 11.5.13. In the case of a meeting that does not proceed by way of an agreed statement of facts, either party before the Panel may call witnesses who may be questioned by the Panel. Parties may request that specific questions be asked of any witness. The Panel may limit the number of witnesses, amount or manner of questioning where further evidence or questioning will be repetitive or irrelevant. Any questions requested by either party to be asked by the Panel will be submitted to the Office of Human Rights and Equity for delivery to the Panel Chair within a reasonable timeline as decided by the Office of Human Rights and Equity.
- 11.5.14. The Panel shall ensure that the Complainant and the Respondent are given an opportunity to know and respond to information that it intends to rely upon in making its Decision.
- 11.5.15. The Panel shall have control over its own procedures.
- 11.5.16. The Panel shall decide, based on the balance of probabilities whether the alleged act(s) occurred on a balance of probabilities. That is, whether it is more likely than not that the alleged sexual and gender based violence occurred.

11.6. Decision of the Sexual and Gender Based Adjudication Panel

- 11.6.1. Upon reviewing and considering the final investigation report and any representations made by the Complainant and the Respondent or other person at its meeting(s) with them, the Panel will:
 - (a) Decide whether the Complaint is founded;
 - (b) If the Respondent is a Student, determine what consequences or measures, if any, shall be imposed and the respective timeline;
 - (c) If the Respondent is an Employee, the Panel shall make no determination regarding consequences or measures;
 - (d) If the Respondent is a University Community Member other than a Student or an Employee, the Panel shall make no determination regarding consequences or measures.
- 11.6.2. The decision(s) of the Panel and the reasons in support of it (the “Decision”) shall be in writing and delivered to the Office of Human Rights and Equity who will in turn deliver a copy to the Respondent. In the case of a Respondent who is a Student, the Decision including consequences, if any, will also be delivered to the Vice-Provost of Student Affairs and others necessary to implement the Decision. In the case of a Respondent who is an Employee, the Decision will also be delivered to the Appropriate Manager/Supervisor. In the case of a Respondent who is a University Community Member but neither a Student nor an Employee, the Decision will also be delivered to the Vice-President of Administration and Finance. The Vice-Provost of Student Affairs, the Appropriate Manager/Supervisor and the Vice-President of Administration and Finance will maintain confidentiality with respect to the Panel’s decision, to the greatest extent possible in the circumstances.
- 11.6.3. The Complainant has the right to know the outcome of the meeting but not the details of the disciplinary actions or consequences if any, taken against the Respondent unless the University deems sharing the information is permitted by law and necessary for protection of the Complainant’s health and safety.

11.7. Consequences

11.7.1. Consequences or measures in response to sexual and gender based violence will depend on the circumstances, on the severity of the conduct and on any mitigating factors. If a Complaint is upheld, consideration should 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 University Community Members. The following list provides examples of possible consequences and measures for Student Respondents and is not meant to be exhaustive nor necessarily does it represent a progression of consequences or measures:

- Mandatory attendance at educational sessions on the impact of sexual and gender based violence;
- Mandatory attendance at coaching sessions to improve communication and/or conflict resolution skills;
- Restricted or prohibited access to University Campuses and/or services; and
- For Students – discipline up to and including suspension or expulsion* from the University.

11.7.2. The Panel does not have the authority to award damages, aggravated damages, special damages or costs.

**Note that expulsion from the University requires the approval of the President.*

11.8. General Provisions on the Formal Complaint Process

11.8.1. **External reporting and recourse** – This Policy and the Complaint process do not prevent, and are not intended to discourage, an individual from also reporting sexual and gender based violence to the police, pursuing a complaint of sexual and gender based violence through the criminal justice system, pursuing a complaint of sexual harassment with the Ontario Human Rights Tribunal pursuant to the

Ontario Human Rights Code, or the Occupational Health and Safety Act or availing themselves of other civil processes and remedies.

- 11.8.2. **Choice not to file a Complaint or not to investigate** – An individual may choose not to file a Complaint under this Policy or request that the University not investigate, and the full range of supports and services outlined in this Policy remain available to that individual.
- 11.8.3. **Withdrawal of a Complaint** – A Complainant who has filed a Complaint may withdraw the Complaint at any time by providing such notification in writing to the Office of Human Rights and Equity. Withdrawal of a Complaint by an individual Complainant does not necessarily mean that the University will not pursue its own Complaint or take up the existing Complaint.
- 11.8.4. **Harassment and/or discrimination** – Complaints of harassment and/or discrimination that do not involve sexual and gender based violence will be addressed through the University's Harassment and Discrimination Policy, Workplace Violence Policy, the Code of Student Behaviour and Disciplinary Procedures, or other applicable University policies and not through this Policy.
- 11.8.5. **Support Person** – The Complainant or the Respondent can be accompanied by a Support Person of their choice at any time during the Complaint process as outlined in this Policy.
- 11.8.6. **Confidentiality** - Documents and information related to a Complaint, including the written Complaint, written responses, witness statements, investigation notes and reports, and documents related to the Complaint and its investigation, will be securely maintained by the Office of Human Rights and Equity.
- 11.8.7. **Timelines** – The timelines mentioned in this Policy are meant to ensure that the matters are dealt with in a timely manner. Where the Respondent is an Employee represented by a Union, time limits related to investigations or discipline must comply with the respective collective agreement. If it is deemed necessary, in the interests of fairness or

justice, to extend such timelines, consent of the Union shall be sought. For all other Respondents, strict compliance with time requirements may be dispensed with, as necessary, in the interests of fairness and justice.

- 11.8.8. **Applicable collective agreements** - This Policy does not replace or supersede applicable collective agreement

12. Communication, Education and Information

12.1. Institutional Responsibility to Provide Support and Timely Communication

- 12.1.1. Coordinated care and sensitive and timely communication with individuals affected by sexual and gender based violence (and with their family members when an individual who has experienced sexual and gender based violence consents to such communication) are central to the University's first response to sexual and gender based violence. To facilitate this support and communication the University will maintain and update a "Sexual and Gender based Violence Support" webpage that can be easily accessed through the main Lakehead University webpage. This information webpage may include, but not be limited to:
- Information on Disclosure, reporting and Complaint options;
 - Educational resources on sexual and gender based violence; and
 - Contact information and links for Campus and community resources.

12.2. Institutional Responsibility to Provide Training and Education

- 12.2.1. The University will strive to provide training opportunities to all University Community Members to ensure understanding of this Policy and better enable members of the community to assist and support those who have experienced sexual and gender based violence.
- 12.2.2. University Community Members are encouraged to contribute to the prevention of, intervention in, and effective response to, sexual and gender based violence. All University Community Members play a role in building a safe and just educational environment by championing

positive practices and challenging all acts of sexual and gender based violence.

12.3. Collection and Dissemination of Information

- 12.3.1. The University will collect information through the Office of Human Rights and Equity regarding Reports and Complaints of sexual and gender based violence by Students and provide to the Ministry of Advanced Education and Skills Development upon request such data and other information as may be requested including:
- Number of times supports, services and accommodations relating to sexual and gender based violence are requested and obtained by Students and information about those supports, services and accommodations;
 - Initiatives and programs to promote awareness of supports and services available to Students;
 - Number of Reports and Complaints of sexual and gender based violence involving Students, and information about such incidents and Complaints; and
 - The implementation and effectiveness of this Policy.
- 12.3.2. The University will participate in reporting obligations to the Ministry as required and shall ensure that information provided to the Minister does not disclose personal information within the meaning of section 38 of the Freedom of Information and Protection of Privacy Act or other information which the University is otherwise not legally permitted to disclose.
- 12.3.3. The University shall provide its Board of Governors with an annual anonymized report setting out, for the previous year, information described in paragraph 12.3.1 of this Policy.

13. Policy Review

- 13.1. Lakehead University shall review this policy within one (1) year after its initial adoption, and at least once every three (3) years thereafter, ensuring that consultation, including Student input, forms part of that review.
- 13.2. The University may, by approval of the Executive Team, update the following information in this Policy at any time in its discretion:
 - 13.2.1. The supports and services that are available at the University or in the community.
 - 13.2.2. The identity of the following University officials, offices and departments:
 - a) the specific official, office or department at the University that should be contacted to obtain supports and services for Students who are affected by sexual and gender based violence
 - b) the specific official, office or department at the University that should be contacted to obtain accommodations for Students who are affected by sexual and gender based violence
 - c) the specific official, office or department to whom incidents of sexual and gender based violence may be reported or Complaints may be made about sexual and gender based violence
 - d) the specific officials, offices or departments that will be involved in each stage of investigation and decision-making processes.

Appendix A: Sexual and Gender Based Violence Terms and Definitions

Consent: Consent is voluntary agreement to engage in the sexual activity in question. It is the responsibility of the initiator of sexual activity to obtain clear and affirmative responses at all stages of sexual engagement. Consent is agreement or permission expressed through affirmative, voluntary words or actions that are mutually understandable to all parties involved, to engage in a specific sexual or physical act at a specific time. Consent: can be withdrawn at any time; cannot be assumed or implied;

cannot be coerced or compelled by force, threat, deception or intimidation;
cannot be given by someone who is incapacitated (e.g. someone who is under the influence of drugs or alcohol or who is unconscious);
cannot be assumed based on silence, or the absence of “no” or “stop”, the existence of a prior or current relationship, or prior sexual activity;
cannot be given by anyone other than the person participating in the sexual activity; and
may need to be different for those who have a condition that limits their verbal or physical means of interaction – in such instances, it is extremely important to determine how consent will be established.

Gender Expression: Is how a person publicly presents their gender. This can include behavior and outward appearance such as dress, hair, make-up, body language and voice. A person’s chosen name and pronoun are also common ways of expressing gender.

Gender Identity: Is each person’s internal and individual experience of gender. It is their sense of being a woman, a man, both, neither, or anywhere along the gender spectrum. A person’s gender identity may be the same or different from their birth-assigned sex. Gender identity is fundamentally different from a person’s sexual orientation.

Gendered Violence: Refers to any subtle or overt action or attitude that establishes, exploits, and reinforces gender inequalities resulting in physical, sexual, emotional, economic or mental harm, this violence includes sexism, gender discrimination, gender harassment, biphobia, transphobia, homophobia and heterosexism, intimate partner violence, and forms of sexual and gender based violence. This violence can take place on any communication platform.

Incapacitation: Is a state in which someone cannot make rational decisions because the individual lacks the capacity to give consent (to understand the ‘who, what, when, where and why’ of their sexual interaction).

Indecent Exposure: Is an offence contrary to section 173 of the Criminal Code of Canada that involves exposing genital organs, for a sexual purpose to a person who is under the age of 16. It is also an offence contrary to section 173 for a person to willfully commit an indecent act in a public place with intent to insult or offend any person.

Sexual Assault: Sexual assault is an unwanted sexual act done by one person or a group of persons to another. Sexual assault includes anything from unwanted, un-invited sexual

touching to rape. The offender uses physical force, threat, intimidation and coercion to gain control of the other person.

Sexual Cyber-harassment/Cyber-stalking: Are terms often used interchangeably, are defined as repeated, unsolicited, threatening behaviour of a sexual nature by a person or group using cell phone or any other device, or form of information platform or internet technology with the intent to bully, harass, and intimidate others. The harassment can take place in any electronic environment where communication with others is possible, including but not limited to, social networking sites, message boards, chat rooms, through text messages or through email.

Sexual Exploitation: Is an offence contrary to section 153 of the Criminal Code of Canada whereby one who is in a position of trust or authority over a young person (a person 16 years or age or more but under the age of 18 years) and for a sexual purpose, touches, directly or indirectly, with a part of the body or with an object, any part of the body of the young person, or for a sexual purposes, invites, counsels or incites a young person to touch, directly or indirectly, with a part of the body or with an object, the body of any person, including the body of the person who so invites, counsels or incites and the body of the young person.

Sexual Harassment: Is defined in the Ontario Human Rights Code as a course of vexatious comment or conduct of a sexual nature that is known or ought reasonably to be known to be unwelcome. Sexual harassment can include, but is not limited to:

- Unwelcome sexual advances;
- Unwanted attention;
- Implied or express rewards or benefits for sexual favour and implied or express threats if sexual favours are denied;
- Requests for sexual favours;
- Verbal or non-verbal or physical conduct of a sexual nature;
- Indecent exposure;
- Voyeurism;
- Unwelcome remarks and/or vexatious comments about someone's sexuality, appearance and bodily presentation, gender or gender expression;
- Attempts to extort sexual favours;

- Inappropriate touching;
- Repeated and vulgar sexual comments;
- Display of pornographic or suggestive calendars, signs, posters and/or photographs; and
- Non-consensual posting of pictures, aggressive comments or stereotypes and slurs on social media, including, but not limited to: email, Facebook, Twitter.

Stalking: Stalking is a form of criminal harassment prohibited by section 264 of the Criminal Code of Canada. It involves behaviours that occur on more than one occasion and which collectively instill fear in the victim or threaten the targeted person's safety or mental health. Stalking can also include threats of harm to the targeted individual's friends and/or family. These behaviours include, but are not limited to:

- Repeatedly following the other person (e.g. surveillance and pursuit and "creeping" via social media);
- Repeatedly communicating, directly or indirectly with the other person by telephone, email, Facebook (or other forms of social media) or face-to-face;
- Watching the place where the other person lives, works, carries on business or happens to be;
- Engaging in threatening conduct toward the other person (e.g. threats or obscene, unsolicited gifts romantic, bizarre, sinister or sexualized);

Voyeurism: This is an offence contrary to section 162 of the Criminal Code of Canada that consists of surreptitiously (secretly) observing, physically or by mechanical or electronic means, or making a visual recording of a person who is in circumstances that give rise to a reasonable expectation of privacy. Reasonable expectations of privacy exist when a person is naked or exposed. Reasonable expectations of privacy exist in places where a person can reasonably be expected to be naked or exposed – places like change rooms, bathrooms and bedrooms.

Appendix B: Support Services/Resources On-Campus and in Thunder Bay and Orillia

On-Campus Supports:

- **LUSU: Gender Equity Centre**, Peer-to-peer support, email gec@lusu.ca, phone 807-343-8879
- **LUSU: Pride Central**, Peer-to-peer support, email pridecentral@lusu.ca, phone 807-343-8813
- **LUSU: General**, Peer-to-peer support, email general@lusu.ca, phone 807-343-8259
- **LUSU: Orillia**, Peer-to-peer support, phone 705-330-4008 extension 2180
- **Multicultural Centre**: Peer-to-Peer support, email mcc@lusu.ca, phone 807-343-7959
- **Aboriginal Awareness Centre**: Peer-to-Peer support, email aac@lusu.ca, phone 807-343-8259
- **Aboriginal Cultural & Support Services**: Individual services, email transitions@lakeheadu.ca, phone 807-343-8028
- **Ombudsperson**: Advocacy, email ombudsperson@lakeheadu.ca, phone 807-343-8061
- **Human Rights and Equity**: Disclosures, Reporting, Accommodations, email humanrights@lakeheadu.ca, phone 807-346-7765
- **Student Health and Wellness – Thunder Bay**: Counselling, Medical Services, email health@lakeheadu.ca, phone 807-343-8361
- **Lakehead Security**: Reporting, Emergency, phone 807-343 -8569
- **Orillia Wellness Centre**: Counselling, Referrals, email_orlywellness@lakeheadu.ca
- **Orillia Security Services**: Reporting, Emergency, phone 705-330-4008 extension 3-911
- **Orillia Safe Walk**: Emergency, Support, phone 705-330-4008 extension 2009

Thunder Bay Off-Campus Supports:

- **Assaulted Women's Helpline**: toll free 1-866-863-0511, TTY 1-866-863-7868, Bell Mobility #7233, website www.awhl.org
- **Thunder Bay Crisis Response**: phone 1-807-346-8282, toll free 1-888-269-3100
- **Thunder Bay Police Service**: phone 1-807-684-1333

- **Sexual Assault/Domestic Violence Treatment Centre – Thunder Bay Regional Health Sciences Centre:** phone 1-807-684-6751
- **Beendigen Inc.- Healing Our Own Counselling Unit:** phone 1-807-344-9579
- **Crisis Line:** 1-807-346-4357 (807-346-HELP), toll free 1-888-200-9997, email info@beendigen.com
- **Ishaawin Counselling Centre:** phone 1-807-622-5790, email ishaawin@risingabove.ca
- **Northwestern Ontario Women’s Centre:** phone 1-807-345-7802, website nwcentre@tbaytel.net
- **Ontario Native Women’s Association:** toll free 1-800-667-0816, email justicecoordinator@onwa.ca
- **Talk4Healing- Helpline:** phone 1-855-554-4325
- **Sexual Abuse Centre:** phone 1-807- 345-0894, email info@tbsasa.org
- **Centr’elles – French language based Sexual Assault Centre:** phone 1-807-684-1955, email admin@centrelles.com

Orillia Off-Campus Supports:

- **Sexual Assault Treatment Centre:** phone 1-705-327-9155 or 1-877-377-7438
- **North Simcoe Victim Crisis Services:** phone 1-705-325-5578
- **Orillia Native Women’s Group:** phone 1-705-329-7755
- **Orillia Soldier’s Memorial Hospital:** toll free 1-877-377-7438
- **Art Therapy Works:** phone 1-705-721-7185
- **Athena’s Sexual Assault Counselling and Advocacy Centre:** toll free 1-800-461-1750

Appendix C. Relevant Policies, Protocols and Legislation

I. University-Related Policies, Procedures and Protocols

- Code of Student Behaviour and Disciplinary Procedures
- Harassment and Discrimination Policy and Procedures
- Employee Code of Conduct
- Violence in the Workplace

II. Relevant Legislations and Provincial Mandates

Criminal Code of Canada (<http://laws-lois.justice.gc.ca/PDF/C-46.pdf>):

- Voyeurism (section 162)
- Indecent act/exposure (section 173)
- Criminal harassment (section 264) – includes stalking, and cyber harassment
- Sexual assault (section 271-273)
- Meaning of consent (section 273.1)
- Sexual offences, consent no defense (section 150.1)
- Sexual exploitation of person with disability (section 153.1)

Ontario Human Rights Code, Part I (<http://www.ohrc.on.ca/en/ontario-human-rights-code>), which prohibits discrimination in the provision of educational services, in housing and in employment on the basis of sex, sexual orientation, gender identity and gender expression. The Human Rights Code also prohibits harassment in employment on the basis of sex, sexual orientation, gender identity and gender expression. The behaviour prohibited by the Human Rights Code includes sexual misconduct.

The Ontario Occupational Health and Safety Act (OHSA), Part III.0., (<https://www.ontario.ca/laws/statute/90o01>) prohibits violence and harassment in the workplace. This prohibition includes sexual harassment and sexual and gender based violence.

Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19
(<https://www.ontario.ca/laws/statute/90m19>)

The Provincial Report, It's Never Okay: An Action Plan to Stop Sexual and gender based violence and Harassment (<http://docs.files.ontario.ca/documents/4593/actionplan-itsneverokay.pdf>)

Ontario's Bill 132, Sexual and gender based violence and Harassment Action Plan Act, (2016)
(http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&BillID=3535)

Review Period: 3 years;

Next Review Period: 2024-2025;

Related Policies and Procedures: Student Code of Conduct Policies; Harassment and Discrimination Policy and Procedures; Employee Code of Conduct; Violence in the Workplace;

Policy Superseded by this Policy: None.

The University Secretariat manages the development of policies through an impartial, fair governance process, and in accordance with the Policy Governance Framework. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343-8010 ext. 7929 or Email: univsec@lakeheadu.ca.



Sexual and Gender-based Violence Response Policy

Category: General;

Jurisdiction: Vice President, Administration and Finance; Board Audit & Risk Committee;

Approval Authority: Board of Governors;

Established on: December 21, 2016 (approved by the Executive Committee on behalf of the Board);

Amendments: March 7, 2018; February 24, 2022; TBD.

1. Preamble

(1.1) Lakehead University recognizes that sexual and gender-based violence, specifically violence against women and girls, is one of the most prevalent and pervasive human rights violations in the world. Sexual and gender-based violence is a violation of the fundamental rights to human dignity and bodily autonomy and is a form of political violence designed to prevent survivors from fully participating in the economic, social, cultural, and political life of the community. As a form of political violence, sexual and gender-based violence in the Canadian context is rooted in the history of colonialism. Therefore, Indigenous peoples, specifically Indigenous women and girls, are disproportionately impacted by sexual and gender-based violence. Sexual and gender-based violence prevention and response initiatives must be grounded in anti-colonial and anti-racism practices.

(1.2) Lakehead University recognizes that sexual and gender-based violence is rooted in the use and abuse of power, and, therefore, persons with less institutional and societal power are disproportionately impacted, including women, Indigenous peoples, members of racialized groups, persons with disabilities, and members of 2SLGBTQ+ groups. Therefore, acts of

sexual and gender-based violence may also be acts of sexism, racism, ableism, homophobia, transphobia, and their intersections. Sexual and gender-based violence prevention and response initiatives must be grounded in the intersections of sexual and gender-based violence and human rights.

(1.3) Lakehead University recognizes that gender-based violence is a form of discrimination that may include sexual, physical, psychological, or economic harm inflicted against persons because of their gender, gender identity, or gender expression. Therefore, some incidents of gender-based violence may be resolved under the Lakehead University Human Rights Policy and Procedures.

(1.4) Lakehead University is committed to building and fostering a University community where all members are free to fully participate in learning, teaching, research, and service. Every member of the Lakehead University community, whether a student, employee, or volunteer, is responsible for building and fostering a safe and healthy environment that is free from sexual and gender-based violence. Lakehead University recognizes that all forms of sexual and gender-based violence are violations of the values and norms of the Lakehead University community as well as violations of federal and provincial laws, including the *Criminal Code of Canada* and the *Ontario Human Rights Code*. Sexual and gender-based violence violates the fundamental right of persons to fully participate in the economic, social, cultural, and political life of the community, including the right to equal treatment in education, employment, and housing.

(1.5) Lakehead University recognizes that every person who experiences an incident of sexual and gender-based violence has the right to a remedy under this Policy, including the right to accommodations, support services, and a complaints resolution process; and

(1.6) The purpose of this Policy and the associated Sexual and Gender-based Violence Response Procedures is to set out Lakehead University's commitment to supporting a comprehensive sexual and gender-based violence prevention and response system, including initiatives to prevent and respond to sexual and gender-based violence against any member of the Lakehead University community. This commitment includes:

- (a) supporting the Office of Human Rights and Equity as a department dedicated to preventing and responding to sexual and gender-based violence;

- (b) supporting a sexual and gender-based violence prevention initiative, including a comprehensive education and training program that emphasizes the rights and responsibilities of students, employees, and volunteers with respect to sexual and gender-based violence; and
- (c) supporting a sexual and gender-based violence response initiative, including a comprehensive complaints resolution process that guarantees every member of the University community who experiences sexual and gender-based violence with accommodations, supports, and remedies.

2. Definitions

In this Policy:

“accommodation” means removal of barriers or flexibility in a policy, practice, rule, or requirement and/or the built environment, to ensure that persons with personal characteristics protected under the *Ontario Human Rights Code* receive equitable treatment and are fully able to participate in all aspects of University community life. The principles of accommodations are dignity, individualization, and inclusion.

“business day” means the days between Monday and Friday, inclusive, but does not include holidays or the days that constitute the annual holiday closure of the University. The day a correspondence is sent or received is not counted as a business day.

“code” means the *Ontario Human Rights Code*, RSO 1990, c H-19.

“complaint” means a report of an incident of sexual and gender-based violence that proceeds to a formal resolution process under the associated human rights procedures.

“Complainant” means a person who reports an incident of sexual and gender-based violence.

“consent” means a voluntary agreement that is expressed, by words or conduct, to engage in a sexual activity. Consent is an agreement to engage in a particular sexual activity, with a particular person, at a particular point in time. Consent must be freely and clearly communicated and may be withdrawn at any time. Silence is not consent. Consent cannot be given by intimidation, threat, or force. No consent is given in one or more of the following circumstances:

- (a) Where an agreement is expressed, by words or conduct, to engage in the sexual activity by a person other than the person who must give the consent.
- (b) Where a person expresses, by words or conduct, a lack of agreement to engage in the sexual activity Where the agreement is expressed by the words or conduct of a person other than the person engaged in the sexual activity.
- (c) Where a person, after having consented to the sexual activity, expresses, by words or conduct, a lack of agreement to continue with that sexual activity.
- (d) Where a person is incapable of consenting to engage in the sexual activity (i.e. the person is asleep, unconscious, or under the influence of alcohol or drugs).
- (e) Where a person is coerced to engage in the sexual activity by another person who abuses a position of trust, power, or authority.

“cyber-harassment/cyber-stalking” means a form of harassment or stalking that is conducted on any electronic device or platform, including by phone, email, website, or social media. Cyber-harassment/cyber-stalking is an offence under the *Criminal Code of Canada*.

“director” means the Director of Human Rights and Equity or their designate.

“employee” includes but is not limited to, full-time and part-time unionized and non-unionized faculty and staff, contract faculty and staff, and research and graduate assistants.

“equity-deserving group” means women, Indigenous peoples, members of racialized groups, persons with disabilities, and members of 2SLGBTQ+ groups.

“gender expression” means the way in which a person outwardly presents their gender and may include a person’s name, pronoun, and appearance (i.e. dress, hair, body language, etc.). Gender expression is a prohibited ground of discrimination under the *Ontario Human Rights Code*.

“gender identity” means the way in which a person internally experiences their gender and may include their sense of being a woman, a man, both, neither, or anywhere along the gender spectrum. A person’s gender identity may be the same or different than their birth-assigned sex. Gender identity is fundamentally different from a person’s sexual orientation. Gender identity is a prohibited ground of discrimination under the *Ontario Human Rights Code*.

“indecent exposure” means the intentional display of one’s genitals to another person(s)

without their consent for the purpose of instilling fear or intimidation. Indecent exposure is an offence under the *Criminal Code of Canada*.

“intimate partner violence” means an act that is threatened or committed against a person by another person who is in an intimate relationship with that person and includes acts of physical, psychological, and sexual violence. Intimate partner violence is a form of sexual and gender-based violence for the purposes of this Policy.

“poisoned environment” means persistent or repetitious comments or conduct that creates a hostile or intolerant environment. Comments or conduct need not be directed at a specific person and may be from any person, regardless of position or status. A single comment or action, if sufficiently serious, may create a poisoned environment.

“policy” means the Lakehead University Sexual and Gender-based Violence Response Policy.

“report” means a verbal or written account of an incident of sexual and gender-based violence.

“Respondent” means a person against whom allegations of sexual and gender-based violence are made.

“sexual and gender-based 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, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation.¹

“sexual assault” means any unwanted sexual act, whether threatened, attempted, or carried out, against a person without their consent including any form of unwanted sexual contact from touching to sexual intercourse. Sexual assault includes intentionally damaging or removing a condom during sexual activity without the knowledge or consent of the other person. Sexual assault is an offence under the *Criminal Code of Canada*.

“sexual exploitation” means a circumstance where a person who is in a position of trust or authority coerces, compels, or forces another person to participate in sexual activity. Sexual exploitation is an offence under the *Criminal Code of Canada*.

¹ Ministry of Training, Colleges and Universities Act, RSO. 1990, c. M.19, s.17 (1)

“sexual harassment” means a course of vexatious comment or conduct of a sexual nature that is known or ought reasonably to be known to be unwelcome and may include repeated comments or conduct of a sexual nature, display of sexualized or pornographic images, requests for sexual favours, implied or expressed benefits or denial of benefits in exchange for sexual favours, unwanted touching, indecent exposure, or voyeurism. Sexual harassment is prohibited under the *Ontario Human Rights Code*.

“stalking” means a pattern of behaviour that consists of repeatedly following and harassing a person with the intent to instill fear or injury. Stalking is an offence under the *Criminal Code of Canada*.

“student” means a person enrolled in any course of study at Lakehead University.

“survivor” means a person who experiences or witnesses sexual and gender-based violence.

“two-spirit” (“2S”) (*niizh manidoowag*) is a translation of an Anishinaabemowin term that describes a person who embodies both a masculine and feminine spirit. It is a term used by some Indigenous communities, and encompasses cultural and spiritual as well as sexual and gender identity. As a gender identity, two-spirit is a prohibited ground of discrimination under the *Ontario Human Rights Code*.

“University” means Lakehead University.

“University Community Member” means a student, employee, volunteer, post-doctoral fellow, and visitor of Lakehead University.

“voyeurism” means where a person secretly observes or records another person in a state of undress or sexual activity for the purposes of sexual gratification. Voyeurism is an offence under the *Criminal Code of Canada*.

3. Scope

(3.1) This Policy and these Procedures apply to all University Community Members. A Complainant and Respondent must be University Community Members in order to resolve the complaint. However, a University Community Member who experiences sexual and gender-based violence has the right to access accommodations and support services regardless of whether the Respondent is a University Community Member.

(3.2) This Policy and these Procedures apply to all University activities and University-sponsored events including, but not limited to, the following:

- (a) all classes and workplaces;
 - (b) all electronic communications including email, websites, and social media;
 - (c) experiential learning opportunities including but not limited to placements, internships, co-ops and work studies;
 - (d) research activities;
 - (e) residence;
 - (f) conference activities;
 - (g) athletic and sporting events;
 - (h) external events and meetings including donor, volunteer, alumni and University announcement events and meetings; and
 - (i) social events related to the workplace
- regardless of whether the activity or event is on or off-campus.

(3.3) This Policy is in no way intended to preclude a person who experiences sexual and gender-based violence from pursuing a remedy under any external process, including the Human Rights Tribunal of Ontario or the police. To avoid duplicate processes, the Office of Human Rights and Equity will provide University Community Members with their options with respect to remedies under internal and external resolution processes.

4. Procedural Fairness

(4.1) The Complainant and Respondent have a right to procedural fairness and natural justice in all proceedings under this Policy, including, but not limited to, the investigation, adjudication, and appeal processes. The duty of procedural fairness is to ensure that there is a fair and open procedure that provides persons affected by the decision with an opportunity to put forward their perspectives and evidence fully and have them considered by a fair and impartial decision-maker, including the following:

- (a) the right to a timely, fair, and open procedure;
- (b) the right of a person against whom allegations are made to know and respond to those allegations before a decision is made;

- (c) the right to be notified of all proceedings and the right to have a representative present at those proceedings;
- (d) the right to have all evidence in the matter considered;
- (e) the right to have the matter heard by a fair and impartial decision-maker; and
- (f) the right to be provided reasons for the decision.

5. Office of Human Rights and Equity

(5.1) The Office of Human Rights and Equity is an arms-length department of the University whose mandate is to promote and protect the human rights of University Community Members.

(5.2) The Office of Human Rights and Equity is responsible for the implementation of the Policy and these Procedures and has all the powers and duties as set out herein including:

- (a) to provide University Community Members with information and consultation on matters related to human rights and sexual and gender-based violence;
- (b) to provide University Community Members with education and training on matters related to human rights and sexual and gender-based violence;
- (c) to participate in research relevant to human rights and sexual and gender-based violence;
- (d) to collect and maintain records and statistics related to incidents of discrimination and sexual and gender-based violence within the University community;
- (e) to investigate and resolve reports and complaints of discrimination and sexual and gender-based violence; and
- (f) to promote principles and practices related to equity, diversity, and inclusion.

(5.3) The Office of Human Rights and Equity is the first point of contact for a University Community Member who experiences discrimination or sexual and gender-based violence to access accommodations and support services.

(5.4) Any University Community Member who receives a disclosure or report of discrimination or sexual and gender-based violence from another University Community Member shall refer that person to the Office of Human Rights and Equity.

6. Sexual and Gender-based Violence Review Pool

(6.1) The Sexual and Gender-based Violence Review Pool (the “Pool”) is a pool of University Community Members whose roles and responsibilities are to review and adjudicate complaints of sexual and gender-based violence. The Pool is composed of no less than six (6) and no more than nine (9) members including:

- (a) employees of the University who are not faculty members;
- (b) employees of the University who are faculty members; and
- (c) representatives of the Lakehead University Student Union.

(6.2) No less than two-thirds (2/3) of the Panel shall be composed of members of equity-deserving groups. In addition, the Pool shall have diverse gender representation and representation from the Thunder Bay and Orillia campuses.

(6.3) The members of the Pool, collectively, shall have expertise in the following:

- (a) sexual and gender-based violence and harassment and their intersections with race, sexual orientation, gender identity, and ability;
- (b) sexual violence, human rights, and administrative law; and
- (c) investigation and adjudication processes.

The University shall provide members of the Pool with appropriate training.

(6.4) The members of the Pool shall be appointed by the Board of Governors on the recommendation of the President and Vice-Chancellor. Members of the Pool shall serve for a term of three (3) years (the “Term”). If, during the Term, a member is unable to continue serving on the Pool, the Board of Governors shall appoint a replacement member to serve out the remaining term.

(6.5) The Director shall select three (3) members of the Pool to serve on a panel to review and adjudicate each individual complaint of sexual and gender-based violence.

7. Policy Review

(7.1) Lakehead University shall review this Policy at least once every three (3) years ensuring that consultation, including student input, forms part of that review.

(7.2) The University may, by approval of the Executive Team, update the following information in this Policy at any time at its discretion:

- (a) the supports and services that are available at the University or in the community;
- (b) the identity of the following University officials, offices, and departments:
 - (i) the specific official, office, or department at the University that should be contacted to obtain supports and services for students, employees, and volunteers who experience sexual and gender-based violence;
 - (ii) the specific official, office, or department at the University that should be contacted to obtain accommodations for students, employees, and volunteers who experience sexual and gender-based violence.
 - (iii) the specific official, office, or department to whom incidents of sexual and gender-based violence may be reported; and
 - (iv) the specific officials, offices, or departments that will be involved in each stage of investigation and decision-making processes.

8. Acknowledgements

(8.1) Lakehead University acknowledges the work of numerous Ontario post-secondary academic institutions as well as the Ontario Human Rights Commission whose policies and guidelines informed the drafting of this document.

Review Period: 3 years;

Next Review Period: 2025-2026;

Related Policies and Procedures: Human Rights Policy and Procedures; Accommodations and Access for Students with Disabilities/Medical Conditions; Procedures Associated with the Policy on Accommodations and Access for Students with Disabilities/Medical Conditions; Sexual and Gender-based Violence Response Procedures;

Policy Superseded by this Policy: None.

The University Secretariat manages the development of policies through an impartial, fair governance process. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343-8010 ext. 7929 or Email: univsec@lakeheadu.ca



Sexual and Gender-based Violence Response Procedures

Category: General;

Jurisdiction: Vice President, Administration and Finance; Board Audit & Risk Committee;

Approval Authority: Board of Governors;

Established on: December 21, 2016;

Amendments: March 7, 2018; February 24, 2022; TBD;

1. Preamble

(1.1) The purpose of these Procedures is to supplement the associated Sexual and Gender-based Violence Response Policy, by providing members of the Lakehead University community who are affected by sexual and gender-based violence with information on accessing accommodations, support services, and complaint resolution processes.

2. Report of Sexual and Gender-based Violence

Report

(2.1) A University Community Member may report an incident of sexual and gender-based violence to the Office of Human Rights and Equity, in-person, by phone, by email, or via the Lakehead University Mobile Safety App. Where an incident of sexual and gender-based violence is witnessed by multiple persons, a witness to that incident may make a report. A person who reports an incident of sexual and gender-based violence is a Complainant for the purposes of these Procedures.

Students Not Subject to Alcohol or Drug Policies for Reporting

(2.2) A student who, in good faith, reports an incident of sexual and gender-based violence shall not be subject to discipline or sanctions for violations of University policies related to alcohol or drug use at the time the sexual and gender-based violence occurred.¹

Report to Police

(2.3) Where a Complainant chooses to report an incident of sexual and gender-based violence to the police, the Office of Human Rights and Equity will support the Complainant throughout that process. Where a Complainant reports to the police, the Director may place the report or complaint in abeyance pending the conclusion of a criminal investigation or prosecution.

Assessment of Report

(2.4) Upon receipt of a report, the Director shall determine whether the allegations as set out in the report, if proven, would constitute sexual and gender-based violence as defined under the Policy.

(2.5) The Director may request that the Complainant provide additional information.

Report Not Within Jurisdiction of Policy

(2.6) Where the Director determines that the report does not fall within the jurisdiction of the Policy, the Director shall:

- (a) provide the Complainant with reasons; and
- (b) refer the Complainant to another policy or procedure, if applicable.

Report Within Jurisdiction of Policy

(2.7) Where the Director determines that the report falls within the jurisdiction of the Policy, the Director, in consultation with the Complainant, shall:

- (a) coordinate the appropriate accommodations for the Complainant, where appropriate;
- (b) refer the Complainant to the appropriate support services;

¹ O. Reg. 131/16: Sexual Violence at Colleges and Universities, s. 2 (1) (d.1).

- (c) refer the report to the alternative resolution process under Section 6; or
- (d) refer the report to the formal resolution process under Section 7.

Right to Accommodations and Support Services

(2.8) Pursuant to Section 4 of these Procedures, a University Community Member who is affected by sexual and gender-based violence, be they a survivor or witness, has the right to access accommodations and support services regardless of whether they file a report or complaint.

Right to Determine Process

(2.9) The Complainant must consent to have the report referred to the alternative or formal resolution process. However, the Director reserves the option to refer the report to the formal resolution process, without the Complainant's consent, where the University has a legal duty to investigate the allegations as set out in the report.

3. Confidentiality

(3.1) The Office of Human Rights and Equity shall treat the personal information collected and used for the purposes of the Policy as strictly confidential. The Office of Human Rights and Equity shall not disclose the personal information of any person, without their consent, except as required under the Policy or by the Ontario Health and Safety Act or any other relevant act or law.

(3.2) The Office of Human Rights and Equity, without the consent of the person, shall report the incident to an external body, such as the police or child protection services, where:

- (a) there are reasonable grounds to believe that a person is at imminent risk of harming themselves or another person; or
- (b) there are reasonable grounds to believe that a child needs protection pursuant to the *Child, Youth and Family Services Act*, SO 2017, c. 14.

(3.3) Parties who participate in an alternative or formal resolution process under these Procedures are required to disclose their personal information, such as their identity, for the purposes of procedural fairness and natural justice.

(3.4) The Office of Human Rights and Equity shall collect and use all personal information pursuant to the [Personal Health Information Protection Act S.O. 2004, c.3, Sched. A](#) and the [Freedom of Information and Protection of Privacy Act](#), or, where applicable, the *Police Records Check Reform Act, 2015, S.O. 2015, c. 30*.

(3.5) Where a person who is subject to a confidentiality agreement violates one or more terms of that agreement, that person may be subject to disciplinary measures under appropriate University policies, including the *Student Code of Conduct* or the *Employee Code of Conduct*.

4. Accommodations and Support Services

Accommodations

(4.1) The University recognizes that sexual and gender-based violence has a negative impact on a person's mental and physical health, as well as a negative impact on the realization of a person's fundamental human rights. A University Community Member who is affected by sexual and gender-based violence, be they a survivor or witness, has the right to access accommodations, regardless of whether they file a report or complaint with the Office of Human Rights and Equity. Accommodations may include but are not limited to:

- (a) academic accommodations, such as extensions on assignments;
- (b) non-academic accommodations, such as a change in residence rooms; or
- (c) employment-related accommodations, such as a change in working Conditions.

(4.2) A University Community Member who requires accommodations related to an incident of sexual and gender-based violence may contact the Office of Human Rights and Equity. In collaboration with the person seeking the accommodation, the Office of Human Rights and Equity shall work with the relevant faculty or departmental supervisor and Human Resources, where appropriate, to determine a reasonable accommodation under the circumstances.

(4.3) Upon receipt of a request for accommodations from the Office of Human Rights and Equity, the relevant faculty or departmental supervisor, as well as the relevant faculty member, shall provide all reasonable accommodations.

Support Services

(4.4) A University Community Member who requires support services related to an incident of sexual and gender-based violence may contact the Office of Human Rights and Equity. In collaboration with the person seeking the support services, the Office of Human Rights and Equity shall provide information and referrals to on and off-campus support services [see Appendix “A” for a list of resources in the Thunder Bay and Orillia areas].

No Requirement to Notify Respondent

(4.5) The Office of Human Rights and Equity is not required to notify the Respondent where a person affected by sexual and gender-based violence seeks accommodations or support services.

5. Interim Measures

(5.1) The University may implement interim measures where the University concludes that such measures are necessary to protect the health, safety, or security of another University Community Member, regardless of whether a report of sexual and gender-based violence is referred to the alternative or formal resolution process under these Procedures. Interim measures may be implemented at any time after a report is received by the Office of Human Rights and Equity.

(5.2) Interim measures implemented under these Procedures are not intended to be punitive or disciplinary within the meaning of any University policy, contract, or collective agreement.

(5.3) Interim measures include, but are not limited to:

- (a) a no-contact order;
- (b) restricted access to buildings or other areas of the University;
- (c) suspension from University-sponsored extra-curricular activities;
- (d) suspension from class or placement;

- (e) relocation of room within residence;
- (f) re-assignment of course section;
- (g) re-assignment of working hours or location;
- (h) re-assignment of supervisor; or
- (i) trespass from University campus.

(5.4) The University shall implement the least possible disruptive measures that balance the following:

- (a) the health, safety, and security interests of the Complainant or any other University Community Member; and
- (b) the procedural fairness and natural justice rights of the Respondent.

(5.5) The decision to implement interim measures shall be made by the Director or, pursuant to Section 9.7, the Sexual and Gender-based Violence Review Panel, in consultation with:

- (a) where the Respondent is a student, a representative of Student Affairs and the relevant department Dean/Chair or Program Director/Chair;
- (b) where the Respondent is an employee or volunteer, a representative of Human Resources and the relevant departmental supervisor or faculty Dean.

(5.6) Either the Complainant or Respondent may request to modify the interim measures by submitting a written request to the Office of Human Rights and Equity. The request must include reasons for modifying the interim measures. In considering a request to modify the interim measures, the Director shall balance the interests of both parties.

(5.7) Where a person who is subject to interim measures violates the terms of one or more of those measures, that person may be subject to disciplinary measures under appropriate University policies, including, but not limited to, the *Student Code of Conduct* or the *Employee Code of Conduct*.

6. Alternative Resolution Process

(6.1) Where appropriate, a report of sexual and gender-based violence may be resolved through an alternative resolution process. The purpose of the alternative resolution process is

to resolve the matter outside of a formal investigation and adjudication process. An alternative resolution process does not require the Complainant and Respondent to meet face-to-face. Rather, it is a facilitated process to arrive at an agreement between the parties to resolve the matter, which may include imposing interim measures as set out under Section 5 of these Procedures.

(6.2) The Director shall determine, in collaboration with the Complainant, whether an alternative resolution process is appropriate in the circumstances. The Director, in their sole discretion, may determine that an alternative resolution process is not appropriate where the University has a duty to investigate the incident under the *Occupational Health and Safety Act*, RSO 1990, c.O.1, the *Code*, or other applicable laws.

(6.3) Both the Complainant and Respondent must agree to participate in the alternative resolution process voluntarily. Either the Complainant or Respondent may withdraw their participation in the alternative resolution process at any time.

(6.4) In collaboration with the parties, the Director shall determine the form of the alternative resolution process, including any measures to be put in place to balance the health, safety, or security and procedural fairness interests of the parties. Where appropriate, the Director may involve other University departments in the process, including, but not limited to, Student Affairs or Human Resources.

(6.5) The Complainant and Respondent have the right to have present at any meeting with respect to the alternative resolution process a support person or union representative, where appropriate.

(6.6) All parties to an alternative resolution process, including support persons and union representatives, are to keep confidential any information or documentation disclosed as part of the process.

(6.7) Where either of the parties violates one or more terms of an agreement made under the alternative resolution process, that party may be subject to sanctions under the appropriate University policy, including the *Student Code of Conduct* or *Employee Code of Conduct*.

7. Formal Resolution Process

(7.1) A formal resolution process includes:

- (a) referral to the Sexual and Gender-based Violence Review Panel (the “Panel”) [see Section 8];
- (b) review of the allegations as set out in the complaint;
- (c) investigation of the allegations as set out in the complaint; and
- (d) adjudication of the complaint.

Referral to Process

(7.2) A report may proceed to a formal resolution process where:

- (a) the Director determines that the nature of the allegations are not appropriate for the alternative resolution process under Section 6;
- (b) the Complainant or Respondent does not consent to participate in the alternative resolution process under Section 6; or
- (c) the Complainant and Respondent are unable to reach an agreement in the alternative resolution process under Section 6.

Complaint

(7.3) A report of sexual and gender-based violence that proceeds to a formal resolution process is a complaint for the purposes of these Procedures.

Filing a Complaint

(7.4) A complaint must be submitted by the Complainant, in print or electronic form, to the Office of Human Rights and Equity, in-person or by email, on the Sexual and Gender-based Violence Complaint Form (the “Form”). The Form must include:

- (a) the name of the Complainant and Respondent;
- (b) a description of the incident(s) including any relevant dates, times, locations, and persons involved; and
- (c) a signed declaration.

(7.5) The Complainant may request assistance from the Office of Human Rights and Equity to complete the Form.

(7.6) On review of the Form, the Director may:

- (a) request additional information or documentation; and
- (b) revise the Form to exclude any information that:
 - (i) is not relevant to the allegations; or
 - (ii) contains the personal information of a third party to the complaint.

Referral to the Panel

(7.7) The Director shall refer the complaint to the Panel within ten (10) business days of the date on which the Form is received by the Office of Human Rights and Equity.

Director Involved in Complaint

(7.8) Where the Director is a Complainant or Respondent in an incident of sexual and gender-based violence, the Associate Vice-President of Human Resources shall assume the powers and duties of the Director under the Policy and these Procedures for the purposes of the complaint.

8. Sexual and Gender-based Violence Review Panel

(8.1) Where a report is referred to the formal resolution process, the Director shall select three (3) members from the Sexual and Gender-based Violence Review Pool [see Section 6 of the Policy] to serve on the Sexual and Gender-based Violence Review Panel (the “Panel”). Where practicable, the Director shall ensure that there is diverse gender representation on the Panel.

(8.2) The Panel shall elect a chair (the “Chair”) to serve as the point-of-contact between the Panel and the parties to the complaint. The Chair may request that the Director communicate with the parties on behalf of the Panel.

Roles and Responsibilities of Panel

(8.3) The roles and responsibilities of the Panel are:

- (a) to review the allegations as set out in the complaint;
- (b) to implement interim measures, where appropriate;
- (c) to appoint an investigator to investigate the complaint;

(d) to conduct a hearing(s) to determine whether sexual and gender-based violence occurred; and

(e) to implement consequences or measures, where appropriate.

No Conflict of Interest

(8.4) No Panel member shall have a conflict of interest with the Complainant or Respondent, which could raise a reasonable apprehension of bias. A conflict of interest is where a Panel member has a personal or private interest with respect to their relationship with the Complainant or Respondent, including a romantic or familial relationship, a relationship of financial dependence (i.e. direct supervisor, grant holder), or a relationship borne out of a civil or criminal dispute. A current or previous collegial relationship without a personal or private interest, does not necessarily constitute a conflict of interest.

(8.5) All Panel members must declare any potential conflict of interest prior to the review of the complaint. The Chair shall determine whether any declaration constitutes a conflict of interest for the purposes of this Policy. If the Chair determines that a member is in a conflict of interest, the member shall recuse themselves, and the Director shall select another member of the Pool.

Right to Challenge Composition of Panel

(8.6) The Complainant or Respondent has the right to challenge the composition of the Panel where they believe that one or more members of the Panel are in a conflict of interest as set out in Section 8.4. The Complainant or Respondent must submit a challenge, in writing, to the Director within five (5) business days of receiving the Notice of Complaint of Sexual and Gender-based Violence as set out in Section 9.8. The Director, in their sole discretion, shall determine whether to adjust the Panel composition.

9. Review of Complaint

(9.1) Upon receipt by the Director, the Panel shall review the complaint and determine whether the allegations as set out in the complaint fall within the jurisdiction of the Policy.

Where the Panel determines that the allegations as set out in the complaint, if proven, would constitute sexual and gender-based violence under the Policy, the complaint shall be accepted for filing.

Panel May Sever Complaint

(9.2) The Panel may sever any of the allegations from the complaint if the Panel determines that an allegation, if proven, does not constitute sexual and gender-based violence as defined under the Policy.

Complaint Rejected for Filing

(9.3) Where the Panel determines that any or all the allegations as set out in the complaint do not fall within the jurisdiction of the Policy, the Panel shall refer the Complainant to the appropriate University policy or procedure.

Vexatious Complaint

(9.4) A complaint that is frivolous, malicious, vexatious, retaliatory, or made in bad faith (a “Vexatious Complaint”) is a violation of the Policy and these Procedures. A determination that a complaint is a Vexatious Complaint is an extraordinary remedy that shall be made only in extraordinary circumstances.

(9.5) The Panel, at any time during the formal resolution process, may determine that a complaint is a Vexatious Complaint in the following circumstances:

- (a) where there are issues in the complaint have already been determined by the Panel;
- (b) where it is obvious that a complaint cannot succeed, where the complaint will lead to no possible good, or where a reasonable person could not reasonably expect to receive relief as a result of the complaint;
- (c) where a complaint is filed for an improper purpose, including the harassment or oppression of other parties, other than for the purpose of asserting legitimate rights.

(9.6) Where the Panel determines that a complaint is a Vexatious Complaint, the Panel may refer the matter to the appropriate University proceeding, such as that under the Student Code of Conduct or Employee Code of Conduct.

Complaint Accepted for Filing

(9.7) Where the Panel determines that any or all of the allegations as set out in the complaint fall within the jurisdiction of the Policy, the Panel shall:

- (a) notify the Complainant and Respondent, in writing, that a complaint of sexual and gender-based violence has been accepted for filing under the Policy (“Notice of Complaint of Sexual and Gender-based Violence”);
- (b) implement interim measures, where appropriate; and
- (c) appoint an investigator to investigate the allegations as set out in the complaint.

Notice of Complaint

(9.8) The Notice of Complaint of Sexual and Gender-based Violence shall include:

- (a) a description of the allegations of sexual and gender-based violence including any relevant dates, times, and locations;
- (b) the identity of the Complainant and Respondent;
- (c) a statement that the Respondent has the right to provide a response to the allegations as set out in the complaint;
- (d) a statement that the Complainant and Respondent has the right to have a support person or union representative, where applicable, at any proceeding; and
- (e) the names and positions of the Panel members, including a statement that the composition of the Panel may be challenged under Section 8.6.

Right to Determine Process

(9.9) A Complainant retains control over whether to proceed to a formal resolution process under the Policy and has the right to withdraw the complaint at any time. To the greatest extent possible, the University will respect the person’s choice not to proceed with a formal complaint or request that the University not investigate. Notwithstanding, the University, at its sole discretion, reserves the right to initiate a formal resolution process if there is an imminent or

material risk to the safety and security of a University Community Member, or if the University has a duty under the *Occupational Health and Safety Act*, RSO 1990, c.O.1.

Retaliation

(9.10) No person shall retaliate against another person because that person:

- (a) files a complaint or might file a complaint;
- (b) is named in a complaint or might be named in a complaint;
- (c) provides help or evidence in a complaint or might provide help or evidence in a complaint; or
- (d) participates in an investigation or adjudication process in the complaint or might participate in an investigation or adjudication process in the complaint.

(9.11) Retaliation may include, but is not limited to:

- (a) negative treatment, such as intimidation or coercion;
- (b) imposition of burdens or obligations, such as academic or employment-related penalties; or
- (c) withholding of benefits or opportunities, such as academic or employment-related opportunities.

(9.12) In order for retaliation to be founded, a person against whom allegations of retaliation are made must have knowledge of the circumstances as set out in Section 9.8.

(9.13) The Panel may, at any time during the formal resolution process, determine retaliation occurred. Where the Panel determines that retaliation occurred, the Panel may refer the matter to the appropriate University proceeding, such as that under the Student Code of Conduct or Employee Code of Conduct.

10. Investigation of Complaint

Appointment of Investigator

(10.1) The Panel shall appoint a person to investigate the allegations set out in the complaint (the “Investigator”). The Investigator may be internal or external to the University and may include the Director or their designate. The Panel may engage internal or external counsel

for an assessment of whether the allegations as set out in the complaint fall within the jurisdiction of the Policy.

(10.2) The Panel shall determine the terms of reference for the investigation.

Investigator

(10.3) The Investigator shall be independent of the Panel and shall:

- (a) have the requisite skills and training to investigate allegations of sexual and gender-based violence; and
- (b) have no conflict of interest with:
 - (i) the Complainant;
 - (ii) the Respondent; or
 - (iii) any of the Panel members adjudicating the complaint.

Notice of Appointment of Investigator

(10.4) The Panel shall notify the Complainant and Respondent, in writing, of the appointment of an investigator (“Notice of Appointment of Investigator”). The Notice of Appointment of Investigator shall include the name and contact information of the Investigator.

Rights of the Parties

(10.5) The Complainant or Respondent has the right to choose not to participate in the investigation process. The choice not to participate in the investigation may prejudice the position of the party making that decision. The Investigator may proceed with the investigation without the participation of one or both of the parties and shall indicate this in the investigation report.

(10.6) The Complainant, Respondent, and any witnesses have the right to have present the following person(s) at any meeting with the Investigator:

- (a) a support person;
- (b) the University Ombudsperson; or
- (c) a union representative, if applicable;

and shall be informed of that right by the Investigator in advance of any meeting.

(10.7) The Complainant, Respondent, and any witnesses have the right to a reasonable expectation of privacy with respect to their personal information. All parties to an investigation, including any support person set out in Section 10.6, are bound by the confidentiality provisions including the consequences of disclosing personal information to any other party.

Collection and Disclosure of Evidence

(10.8) All interviews conducted by the Investigator shall be conducted in a fair, impartial, and professional manner, applying a trauma-informed approach. The Investigator shall not ask the Complainant, or any other party, questions with respect to their sexual expression or sexual history.² In the event that the Complainant, or any other party, is asked questions with respect to their sexual expression or sexual history by the Investigator, they should inform the Chair of the Panel as soon as possible.

(10.9) The Investigator shall conduct interviews with the Complainant and Respondent and collect any other evidence that, in the opinion of the Investigator, is relevant to the investigation.

(10.10) The Investigator shall conduct interviews with any witnesses and collect any evidence that, in the opinion of the Investigator, is relevant to the Investigation.

(10.11) Any party to an investigation, including the Complainant, Respondent, and any witnesses, may submit additional evidence to the Investigator. The Investigator shall include this evidence in the investigation if, in the opinion of the Investigator, it is relevant.

Production of Evidence

(10.12) Any party to an investigation, including the Complainant, Respondent, and any witnesses, as well as the University, shall produce any document requested by the Investigator that, in the opinion of the Investigator, is relevant.

² *O. Reg. 131/16: Sexual Violence at Colleges and Universities, at s. 14.*

Investigation Report

(10.13) The Investigator shall prepare a written report of the investigation (the “Investigation Report”). The Investigation Report shall include:

- (a) any statements of the Complainant, Respondent, and any witnesses;
- (b) any additional evidence including correspondences, documents, and media;
- (c) any relevant policy provisions or laws; and
- (d) a finding of the investigator including reasons for that finding, if set out in the Panel’s terms of reference for the Investigator.

(10.14) The Investigator shall submit the Investigation Report to the Chair of the Panel and the Director.

(10.15) The Investigation Report as set out in Section 10.13 is privileged, and, therefore, the Complainant and Respondent do not have the right to the Investigation Report in its entirety. The Panel shall provide the Complainant and Respondent with any evidence the Panel intends to rely on for its decision as part of the adjudication process under Section 11.

(10.16) The Panel shall notify the Complainant and Respondent, in writing, when the investigation is completed.

(10.17) The University shall endeavour to complete the investigation process, including the Investigation Report, within sixty (60) business days of the date the Investigator is appointed by the Panel. Timelines may be extended in extraordinary circumstances, such as the illness of the Investigator or any of the parties to the investigation.

11. Adjudication of Complaint

(11.1) The Chair of the Panel shall serve as the point of contact between the Panel and the Complainant and Respondent. The Chair may request that the Director communicate with the parties on behalf of the Panel.

Hearings

(11.2) The Panel shall hold hearings to adjudicate the complaint. The purposes of these hearings are:

- (a) to review the evidence contained in the Investigation Report;
- (b) to adduce any evidence not collected as part of the investigation, if any;
- (c) to assess the credibility of the Complainant, Respondent, or any witnesses, where appropriate; and
- (d) to decide whether sexual and gender-based violence occurred.

(11.3) All hearings shall be held in private, either in-person or by video conference.

(11.4) The Panel shall hold hearings in a manner that the Complainant and Respondent do not appear face-to-face with one another unless the parties agree to a face-to-face hearing. Neither the Complainant nor the Respondent have the right to appear at a hearing of one another, or at the hearings of other witnesses.

(11.5) The Panel shall determine the nature of the proceedings at any hearing including, but not limited to, the following:

- (a) the forum for the hearing;
- (b) the parties and witnesses who appear at a hearing; and
- (c) the weight given to any additional evidence adduced at a hearing.

(11.6) The Chair may remove any person from a hearing who acts in contempt of the Panel.

Preliminary Hearing

(11.7) The Panel shall hold a preliminary hearing to:

- (a) determine whether to instruct the Investigator to collect any additional evidence to that contained in the Investigation Report; and
- (b) determine whether to request the Complainant, Respondent, or other witnesses to appear at subsequent hearings of the Panel.

Right Not to Appear at Hearing

(11.8) The Complainant and Respondent have the right not to appear at a hearing of the Panel. Where either party chooses not to appear, the Panel may proceed without their participation and rely on any previous evidence provided by that party, if any.

Right to Have Support Persons at Hearing

(11.9) The Complainant and Respondent have the right to have present at any hearing of the Panel:

- (a) a support person;
- (b) the University Ombudsperson; or
- (c) a union representative, where appropriate,

and shall be informed of that right by the Panel in advance of any hearing. All support persons as set out in this section are bound by the confidentiality provisions under these Procedures, including any disciplinary measures for breaches of confidentiality.

Right to Notice of Hearing

(11.10) Where the Panel requests that a person appears at a hearing, the Panel shall provide the person with written notice of the following:

- (a) the nature and format of the hearing;
- (b) the date, time, and location of the hearing;
- (c) the right of the person to have a support person present at the hearing; and
- (d) the right of the person not to participate in the hearing and any potential consequences for not participating.

(11.11) The Panel shall make all reasonable efforts to ensure that the person is able to appear at the hearing. Where the person does not respond to the notice to appear at the hearing after five (5) business days of receiving the notice, the Panel may proceed with the adjudication process without the participation of that person.

Right to Know Evidence

(11.12) The Complainant and Respondent have the right to know the evidence that the Panel intends to rely on for its decision, prior to a decision being made.

(11.13) Prior to making a decision, the Panel shall provide the Complainant and Respondent access to the evidence, in print or electronic form, that the Panel intends to rely on for its decision, including evidence collected as part of the investigation and adjudication processes (i.e. at hearings of the Panel). The Panel, in its sole discretion, reserves the right to provide the parties with written summaries of witness statements.

(11.14) The Panel, in its sole discretion, reserves the right to not provide the parties with any evidence that the Panel does not intend to rely on for its decision, including evidence the Panel deems to be irrelevant.

Right to Respond to Evidence

(11.15) The Complainant and Respondent have the right to respond to the evidence that the Panel intends to rely on for its decision, prior to a decision being made.

(11.16) Prior to making a decision, the Panel shall provide the Complainant and Respondent with an opportunity to respond to the evidence the Panel intends to rely on for its decision. Upon review of the evidence provided under Section 11.13, the Complainant and Respondent may provide the Panel with a written response to that evidence, including any additional evidence. In special circumstances, the Panel may permit a party to provide a response to the Panel in person.

(11.17) The Panel shall notify the Complainant and Respondent, in writing, of their right to respond to the evidence. The parties must submit a written response to the Panel within the deadline provided by the Chair. Where a party does not submit a response within the deadline provided by the Panel, the Panel may continue the adjudication process without the response of that party.

Decision

(11.18) Upon completion of the hearing(s), the Panel shall consider all of the available evidence, including the Investigation Report, and determine whether sexual and gender-based violence occurred (the “Decision”). The Decision of the Panel shall be based on the civil standard of proof: the balance of probabilities.

(11.19) The Panel shall prepare a written decision, including reasons for the Decision. The Chair shall send a copy of the Decision to the Director. The Director shall send a copy of the Decision to the Complainant and Respondent.

Timeline

(11.20) The Panel shall endeavor to complete the adjudication process, including the Decision, within forty-five (45) business days of the date the Panel receives the Investigation Report.

Measures and Consequences

(11.21) Where the Panel decides that sexual and gender-based violence did not occur, the Panel shall not impose any measures or consequences against the Respondent. The Panel may maintain interim measures if, in the opinion of the Panel, those measures protect the health, safety, or security of any University Community Member.

(11.22) Where the Panel decides that sexual and gender-based violence occurred, the Panel may impose measures and consequences against the Respondent subject to Section 11.24.

(11.23) Where the Respondent is a student or volunteer, the Panel may impose measures and consequences. The Panel may share their findings with Student Affairs or the Respondent's supervisor, where appropriate.

(11.24) Where the Respondent is an employee, the Panel shall not impose any measures or consequences under the Policy. The Panel shall refer the Decision to the Respondent's supervisor. Upon receipt of the Decision of the Panel, the Respondent's supervisor, in consultation with Human Resources, shall impose appropriate measures and consequences under the appropriate University policy, contract, or collective agreement.

(11.25) Where the Respondent is both a student and an Employee, the Panel shall impose measures and consequences with respect to the Respondent's status as a student and shall refer the Decision to the Respondent's supervisor for measures and consequences with respect to their status as an employee.

(11.26) The Panel shall consider the following principles when imposing measures and consequences:

- (a) to put the Complainant into the position they would have been before the sexual and gender-based violence occurred;
- (b) to protect the health, safety, and security of the Complainant or any other University Community Member;
- (c) to prevent future occurrences of sexual and gender-based violence against the Complainant or any other University Community Member; and
- (d) to promote a healthy, safe, and secure environment that is free from sexual and gender-based violence for all University Community Members.

(11.27) The Panel shall consider the following factors when imposing measures and consequences:

- (a) the severity of the incident;
- (b) the relationship of power and authority between the Complainant and Respondent, if any;
- (c) the impact of the sexual and gender-based violence on the Complainant's emotional, psychological, and physical health; and
- (d) any aggravating and mitigating factors.

(11.28) Measures and consequences may include, but are not limited to:

- (a) mandatory attendance at education and training workshop(s);
- (b) re-assignment of course sections;
- (c) relocation of room within residence;
- (d) suspension from class or placement attendance;
- (e) trespass from the University campus; or
- (f) suspension or expulsion.

Disclosure of Measures and Consequences

(11.29) The Complainant has the right to know the Decision of the Panel but not the details of any measures or consequences imposed against the Respondent. The Director reserves

the right, after consulting with the supervisor, to disclose disciplinary actions or consequences, should they deem that disclosing that information may protect the health, safety, or security of the Complainant.

12. Remedies

(12.1) Where the Panel decides that sexual and gender-based violence occurred, the Complainant may request that the University provide remedial measures. Remedial measures may include, but are not limited to:

- (a) extension of academic program or course of study;
- (b) re-assignment of academic or employment supervisor; or
- (c) relief in academic fees.

(12.2) Where the Panel decides that sexual and gender-based violence did not occur, the Respondent shall not be entitled to request that the University provide a remedy.

(12.3) The Complainant must submit a request for a remedy, in writing, to the Director no later than thirty (30) business days after the date of the Decision of the Panel.

(12.4) The decision to approve or deny the remedy, in whole or in part, shall be made by:

- (a) the Vice-President of Administration and Finance or their designate, where the applicant is an employee or volunteer; or
- (b) the Provost and Vice-President (Academic) or their designate, where the applicant is a student,

and is not subject to an appeal under Section 13.

(12.5) The decision to approve or deny the request for a remedy shall be provided to the Complainant in writing.

(12.6) Neither the Complainant, Respondent, nor any person involved in the complaint or process shall be entitled to compensatory, punitive, or aggravated damages.

13. Appeal Process

Appeal

(13.1) A Complainant or Respondent may appeal a Decision of the Panel in accordance with this Section.

(13.2) The right of the Complainant or Respondent to appeal a Decision of the Panel is not without limitation. An appeal is not an opportunity to re-adjudicate the complaint, but rather an opportunity to correct any procedural errors made during the adjudication process.

(13.3) An appeal must meet the following criteria:

- (a) the appeal is of a Decision of the Panel;
- (b) the appeal is made by the Complainant or Respondent; and
- (c) the appeal is made in writing within the time limit set out in Section 13.5.

(13.4) The appeal must be submitted to the Director, in writing, and include:

- (a) the contact information of the Appellant;
- (b) the reasons for the appeal including any procedural errors made during the adjudication process; and
- (c) any additional evidence that could not have been available during the adjudication process, if any.

Time Limit

(13.5) The appeal must be made no later than thirty (30) business days after the date of the Decision is sent to the parties.

Notice and Referral of Appeal

(13.6) Upon receipt of the appeal, and within five (5) business days, the Director shall:

- (a) notify the other party to the complaint that an appeal has been made including copy of the appeal; and
- (b) refer the appeal to the General Counsel of the University.

Appeal Board

(13.7) Upon receipt of the appeal, the General Counsel shall convene a meeting of the Appeal Board. The Appeal Board is composed of the following three (3) members:

- (a) the General Counsel or their designate, who shall serve as Chair;

- (b) the Vice-President of Administration and Finance or their designate; and
- (c) the Provost and Vice-President (Academic) or their designate.

Decision of Appeal Board

(13.8) The Appeal Board may grant an appeal based on the following factors:

- (a) there is clear and convincing evidence of a procedural error made during the adjudication process that resulted in actual prejudice to the party making the appeal; or
- (b) there is new evidence or arguments that were not, and could not, have been made during the adjudication process that would likely have resulted in a different Decision.

(13.9) The Appeal Board may reject an appeal based on the following factors:

- (a) the appeal is based on evidence or arguments that were already made to the Panel during the adjudication process;
- (b) the appeal is based on evidence or arguments that were not made but could have been made, to the Panel during the adjudication process or such evidence or arguments would likely not have changed the Decision;
- (c) the appeal is based on a disagreement with a finding of fact made by the Panel including findings of credibility;
- (d) the appeal is based on mere speculation of a procedural error or does not present clear and convincing evidence of the connection between a procedural error and actual prejudice to the party making the appeal; or
- (e) other grounds as determined by the Appeal Panel in accordance with procedural fairness and natural justice.

(13.10) The Appeal Board may request that either party provide additional information to make a decision.

(13.11) Where the Appeal Board grants the appeal, the Appeal Board shall make one of the following decisions:

- (a) to uphold the Decision of the Panel; or

(b) to overturn the Decision of the Panel and substitute a new decision;

(13.12) The decision of the Appeal Board is final.

Notice of Decision

(13.13) The General Counsel shall notify the parties, in writing, of the decision of the Appeal Board with a copy to the Director.

Timelines

(13.14) The Appeal Board shall complete the appeal process within thirty (30) business days of the date the Board receives the appeal.

14. Reporting

(14.1) The Office of Human Rights and Equity shall provide, on an annual basis, the Board of Governors of the University a report that contains the following information:

- (a) the number of times supports, services and accommodations relating to sexual violence are requested and obtained by students enrolled at the University, and information about the supports, services and accommodations;
- (b) any initiatives and programs established by the University to promote awareness of the supports and services available to students;
- (c) the number of incidents and complaints of sexual violence reported by students, and information about such incidents and complaints; and
- (d) the implementation and effectiveness of the Policy.³

³ *Ministry of Training, Colleges and Universities Act*, RSO 1990, c.M.19, s. 17 (7.1).

APPENDIX “A”

SEXUAL AND GENDER-BASED VIOLENCE SUPPORT SERVICES

A. Office of Human Rights and Equity

Office of Human Rights and Equity

Sexual Violence Prevention and Education Coordinator

Ph: (807) 343-8010 ext. 7785 [Confidential Line/Voicemail]

Email: sv.hre@lakeheadu.ca [Confidential]

Website: www.lakeheadu.ca/ohre

NOTE: First point-of-contact for students, employees, and volunteers of Lakehead University's Thunder Bay and Orillia campuses who experience or witness sexual and gender-based violence

B. Thunder Bay Area Resources

In case of emergency, call 9-1-1

- **On-campus Resources**

Security Services

Ph: (807) 343-8569

NOTE: In residence buildings, press the “security” button. At an emergency tower on campus, press the call button.

Student Health and Wellness Centre

Ph: (807) 343-8361

Website: <https://www.lakeheadu.ca/students/wellness-recreation/student-health-and-wellness>

Indigenous Student Services Centre

Ph: (807) 343-8010 ext. 8072

Website: <https://www.lakeheadu.ca/indigenous/indigenous-services-tb/individual-services>

- **Off-campus Resources**

Thunder Bay Police Services

Ph: (807) 684-1200 (non-emergency number)

Thunder Bay Sexual Abuse Centre

Ph: (807) 345-0894

24-hour Crisis Line: (807) 344-4502

Website: <http://www.tbsasa.org/>

Assaulted Women's Helpline

Ph: 1-866-863-0511

Website: <https://www.awhl.org/>

NOTE: 24-hour talk or online chat crisis line in over 200 languages.

Talk4Healing

Ph: 1-855-554-HEAL

Website: <http://www.talk4healing.com/>

NOTE: A culturally-grounded talk, text, or online chat helpline for Indigenous women.

Northwestern Ontario Women's Centre

Ph: (807) 935-8042

Email: navigator@nwowc.org

Website: <https://nwowomenscentre.org/>

First Nations & Inuit Hope for Wellness Helpline

Ph: 1-855-242-3310

Online chat available at www.hopeforwellness.ca

Website: <https://www.sac-isc.gc.ca/eng/1576089519527/1576089566478>

NOTE: 24-hour helpline for Indigenous peoples with services in English, French, Cree, Ojibwa, and Inuktitut.

Support Services for Male Survivors of Sexual Abuse

Ph: 1-866-887-0015

Website: <https://malesurvivor.org/>

Support Services for Male Survivors of Sexual Abuse and Sexual Assault

(Thunder Bay Counselling)

Ph: 1-888-204-2221 / (807) 684-1880

Website: <https://www.tbaycounselling.com/>

NOTE: For male survivors of sexual abuse/assault over the age of 16.

C. Orillia Area Resources

In case of emergency, call 9-1-1.

- **On-campus Resources**

Security Services

Ph: (705) 330-4028 (Simcoe Hall)

(705) 330-4027 (Heritage place)

NOTE: In residence buildings, press the “security” button. At an emergency tower on campus, press the call button.

Student Health and Wellness Centre

Ph: (705) 330-4010 ext 2116

Website: <https://www.lakeheadu.ca/students/wellness-recreation/student-health-and-wellness>

- **Off-campus Resources**

Ontario Provincial Police ("OPP")

Ph: (705) 326-3536 (non-emergency number)

The Regional Sexual Assault Treatment Centre

(Soldiers Memorial Hospital, Orillia)

Ph: (705) 327-9155 / 1-877-377-7438

Website: <https://www.osmh.on.ca/sexual-assault-domestic-violence/>

Athena's Sexual Assault Counselling & Advocacy Centre Support

Ph: (705) 737-2008 / 1-800-987-0799

Website: <https://www.huroniatrtransitionhomes.ca/program.php?id=2>

NOTE: For woman-identified person 16 years of age and over.

Assaulted Women's Helpline

Ph: 1-866-863-0511

Website: <https://www.awhl.org/>

NOTE: 24-hour talk or online chat crisis line in over 200 languages.

Talk4Healing

Ph: 1-855-554-HEAL

Website: <http://www.talk4healing.com/>

NOTE: A culturally-grounded talk, text, or online chat helpline for Indigenous women.

Green Haven Shelter (Community Outreach Services)

Ph: (705) 329-2806

24-hour Crisis Line: (705) 327-7319 or Email: crisis@ghws.ca

Website: <https://greenhavenshelter.com/outreach/>

NOTE: For women (and their children) who experience intimate partner violence.

First Nations & Inuit Hope for Wellness Helpline

Ph: 1-855-242-3310

Online chat available at www.hopeforwellness.ca

Website: <https://www.sac-isc.gc.ca/eng/1576089519527/1576089566478>

NOTE: 24-hour helpline for Indigenous peoples with services in English, French, Cree, Ojibwa, and Inuktitut.

Support Services for Male Survivors of Sexual Abuse

Ph: 1-866-887-0015

Website: <https://malesurvivor.org/>

Catholic Family Services of Simcoe County/Barrie Office

Ph: 1-888-726-2503 / (705) 726-2503

Website: <https://cfssc.ca/>

NOTE: For male survivors of sexual abuse/assault and their families.

Review Period: 3 years;

Next Review Period: 2025-2026;

Related Policies and Procedures: Human Rights Policy and Procedures; Accommodations and Access for Students with Disabilities/Medical Conditions; Procedures Associated with the

Policy on Accommodations and Access for Students with Disabilities/Medical Conditions;
Sexual and Gender-based Violence Response Procedures;

Procedures Superseded by these Procedures: None (procedures were included in policy until November 24, 2022).

The University Secretariat manages the development of policies through an impartial, fair governance process. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343-8010 ext. 7929 or Email: univsec@lakeheadu.ca

Sexual and Gender-based Violence Review Pool
Proposed Members for 2022-2025

Section 6 of Lakehead University's *Sexual and Gender-based Violence Response Policy* provides that:

(6.1) The Sexual and Gender-based Violence Review Pool (the "Pool") is a pool of University Community Members whose roles and responsibilities are to review and adjudicate complaints of sexual and gender-based violence. The Pool is composed of no less than six (6) and no more than nine (9) members including:

- (a) employees of the University who are not faculty members;
- (b) employees of the University who are faculty members; and
- (c) representatives of the Lakehead University Student Union.

(6.2) No less than two-thirds (2/3) of the Panel shall be composed of members of equity-deserving groups. In addition, the Pool shall have diverse gender representation and representation from the Thunder Bay and Orillia campuses.

(6.3) The members of the Pool, collectively, shall have expertise in the following:

- (a) sexual and gender-based violence and harassment and their intersections with race, sexual orientation, gender identity, and ability;
- (b) sexual violence, human rights, and administrative law; and
- (c) investigation and adjudication processes.

The University shall provide members of the Pool with appropriate training.

(6.4) The members of the Pool shall be appointed by the Board of Governors on the recommendation of the President and Vice-Chancellor. Members of the Pool shall serve for a term of three (3) years (the "Term"). If, during the Term, a member is unable to continue serving on the Pool, the Board of Governors shall appoint a replacement member to serve out the remaining term.

(6.5) The Director shall select three (3) members of the Pool to serve on a panel to review and adjudicate each individual complaint of sexual and gender-based violence.

#	Name	Category	Position	Campus
1	CHAPMAN, Frances	Faculty Member	Associate Professor, Bora Laskin Faculty of Law	Thunder Bay
2	CHISHOLM, Jennifer	Faculty Member	Associate Professor Gender and Women's Studies	Thunder Bay
3	CLIFFORD, Lorne	Staff Member	Director, Security Services	Thunder Bay
4	LADE, Timothy	Staff Member	Residence Area Coordinator	Orillia
5	McQUEEN, Karen	Faculty	Associate Professor, School of Nursing	Thunder Bay
6	MURPHY, Jodie	Faculty Member	Assistant Professor, Department of Social Work	Thunder Bay
7	PRISCIAC, Theresa (T-Bird)	Senior Administrator	Manager, Security Services	Orillia
8	RHEAL AMYOT, Brandon	LUSU	Vice-President (Orillia)	Orillia
9	RUSNICK-KINISKY, Rodi-Lynn		Director, Community Legal Services Law, Bora Laskin Faculty of Law	Thunder Bay



Board of Governors

2022-23 ANNUAL WORKPLAN - **DRAFT**

Approved by the Board on: **November 24, 2022** | Last Updated on: November 17, 2022

INFORMATIONAL ITEMS - EVERY MEETING

Frequency	Referring Committee	Reporting	Item/Notes	Status/Date Completed
EVERY MEETING	ALL	OPEN	Open reports from Board Standing Committees	
EVERY MEETING	N/A	OPEN	Reports from other organizations for information (Senate and Ogimaawin Indigenous Education Council)	
EVERY MEETING	N/A	OPEN	Board Chair's Open Report (as required)	
EVERY MEETING	N/A	OPEN	President's Open Report	

NOVEMBER 24, 2022 MEETING

Frequency	Referring Committee	Reporting	Item	Status/Date Completed
ANNUAL	BGNC	OPEN	Receive Board Policy Review Update (within BGNC report)	
POLICY REVIEW	BGNC	OPEN	Consideration of amendments to the Board of Governors Equity, Diversity and Inclusion (EDI) Policy (if required)	
ITEM ARISING		OPEN	Presidential Search Update	
ITEM ARISING		OPEN	Human Rights Review Pool Appointments	
ITEM ARISING	BARC	OPEN	Sexual and Gender Based Violence Response Policy and Procedures	
ITEM ARISING		OPEN	Sexual and Gender-based Violence Review Pool Appointments	

FEBRUARY 10, 2023 MEETING

Frequency	Referring Committee		Item	Status/Date Completed
ANNUAL	N/A	OPEN	Receive 1st progress report on Strategic Plan Year 5	
ANNUAL	BERC	OPEN	Consideration of nominees to be added to the "Fellow Nominees List"	
ANNUAL	BFOC	OPEN	Fall Enrolment Update (stand alone agenda item)	
ANNUAL	BGNC	OPEN	Receive notice of expiring terms of Board members (included in BGNC report)	
ANNUAL	BGNC	OPEN	Receive Board of Governors EDI Annual Report (included in BGNC report)	
ANNUAL	BGNC	OPEN	Consider recommendations to renew Board members with upcoming expiring terms	

POLICY REVIEW	BGNC	OPEN	Consider amendments to Board Members Seeking Employment with Lakehead University (if required)	
ITEM ARISING	BGNC	OPEN	Consider rescheduling May 2023 Board standing committee meetings	

MARCH 23, 2023 MEETING

Frequency	Referring Committee	Reporting		Status/Date Completed
ANNUAL	BFOC	OPEN	Consideration of tuition fees approval Report on other miscellaneous fees	

MAY 4, 2023 MEETING

Frequency	Referring Committee	Reporting	Item	Status/Date Completed
ANNUAL	BGNC	OPEN	Consider recommended appointments to external organizations (Pension, Senate and OIEC)	
ANNUAL	BGNC	OPEN	Consider recommended Board meeting schedule for 2023-34 term	
ANNUAL	BFOC	OPEN	Consider the recommended Operating Budget and Ancillary Budget	

JUNE 2, 2023 MEETING

Frequency	Referring Committee	Reporting	Item	Status/Date Completed
ANNUAL	N/A	OPEN	Second progress report on Institutional Strategic Objectives (in relation to the 5th year of the 2018-23 Strategic Plan)	
ANNUAL	BARC	OPEN	Consideration of recommendation to approve the Lakehead Pension Investment Fund Audited Financial Statements	
ANNUAL	BARC	OPEN	Lakehead Pension Investment Fund Annual Report	
ANNUAL	BLLC	OPEN	Consider renewal of Institute of Corporate Directors (ICD) membership	
ANNUAL	BGNC	OPEN	Approval of Board appointments and external member elections	
ANNUAL	BGNC	OPEN	Consider recommendation of Board Officers, Committee Chairs, Committee membership (as required)	

OCTOBER 5, 2023 MEETING (AGM)

Frequency	Referring Committee	Reporting	Item	Status/Date Completed
ANNUAL	N/A	OPEN	Annual Report on Student Appeals	
ANNUAL	N/A	OPEN	Strategic Plan Year End Implementation Report (Year 5)	
ANNUAL	BARC	OPEN	Consideration of recommendation to approve the Audited Financial Statements and Auditor's Report	
ANNUAL	BARC	OPEN	Consider appointment of auditors	
ANNUAL	BARC	OPEN	Consideration of the Research Ethics Board Letters of Compliance Receive Annual Report	
ANNUAL	BFOC	OPEN	Consideration of Investment Resolution	

ANNUAL	BLLC	OPEN	Consideration of Association of Governing Boards (AGB) membership renewal	
ANNUAL	N/A	OPEN	Consideration of Faculty and Student Judicial Panel appointments (in accordance with the Student Code of Conduct - Appeal Policy)	
ANNUAL	N/A	OPEN	Consideration of Sexual and Gender Based Violence Adjudication Panel Appointments (in accordance with the Sexual and Gender Based Violence Adjudication Panel)	

POLICIES/PROCESSES SCHEDULED FOR REVIEW THIS TERM

These policies will be incorporated into the Workplan as they are ready for review by the Board.

Policy/Procedure	Jurisdiction
Use of University Computers	BARC
Gift Acceptance Policy	BERC
Naming of Property Policy	BERC
Statement of Investment Policies and Procedures, Lakehead University Pension Plan	BFOC
Health and Safety	BFOC
Procurement Policy	BFOC
Board Members Seeking Employment with Lakehead University	BGNC
Board In Camera Meeting Process	BGNC
Removal of Inactive Board Member Policy	BGNC
Board Standing Committee Operating Principles	BGNC
Board of Governors Diversity Policy	BGNC
Code of Conduct for Members of the Board of Governors of Lakehead University at Meetings	BGNC
Develop Board Crisis Management Plan	BEC
Vice-Presidents: Reappointment	BEC
Extension of Term and Reappointment of the President	BEC
Annual Presidential Assessment: Policy and Procedures	BEC

AS REQUIRED

Item
Regular periodic Review of Terms of Reference of Standing Committees - consider any amendments proposed by BGNC
Decanal appointments/reappointments and other non-delegated matters