



FOR APPROVAL

PUBLIC

OPEN SESSION

TO: Governing Council

SPONSOR: Kelly Hannah-Moffat, Vice-President, Human Resources & Equity

CONTACT INFO: 416-978-4865, vp.hre@utoronto.ca

PRESENTER: Same as above

CONTACT INFO:

DATE: October 19, 2017 for October 26, 2017

AGENDA ITEM: 9

ITEM IDENTIFICATION:

Amendments to the *Policy with Respect to Workplace Harassment* dated May 13, 2010 (amended September 8, 2016)

Amendments to the *Policy with Respect to Workplace Violence* dated May 13, 2010

JURISDICTIONAL INFORMATION:

Under Section 5 of its Terms of Reference, the changes to these two policies fall within the Business Board's areas of responsibility:

“Monitoring and recommending policy on the occupational health and safety of members of the staff of the University and other policy pertaining to the health and safety of all members of, and visitors to, the University except for those matters falling within the terms of reference of the University Affairs Board”.

And under Section 5.12 (“Health and safety”) of its Terms of Reference, the Business Board also has responsibility for “approval of policies concerning the health and safety of members of the University and its visitors.”

GOVERNANCE PATH:

1. Business Board [For Recommendation] (October 10, 2017)
2. Executive Committee [For Endorsement and Forwarding] (October 12, 2017)
3. **Governing Council [For Approval] (October 26, 2017)**

PREVIOUS ACTION TAKEN:

The *Policy with Respect to Workplace Harassment* was introduced and approved by Governing Council on May 13, 2010. It was amended effective September 8, 2016, to reflect a revised statutory definition of the term “workplace harassment” that took effect on September 8, 2016.

The *Policy with Respect to Workplace Violence* was introduced and approved by Governing Council on May 13, 2010.

HIGHLIGHTS:

On January 1, 2017, the University’s *Policy on Sexual Violence and Sexual Harassment* took effect. In the fall of 2016 when the *Policy on Sexual Violence and Sexual Harassment* was being considered by Governing Council, we had anticipated that in view of the potentially overlapping subject matter between that policy and the *Policy with Respect to Workplace Harassment* and *Policy with Respect to Workplace Violence*, the latter two policies might need to be amended to incorporate references to the former. These are the amendments that are now being brought forward. The amendments add specific references to the *Policy on Sexual Violence and Sexual Harassment* and the Sexual Violence and Prevention Centre in both the *Policy with Respect to Workplace Harassment* and *Policy with Respect to Workplace Violence*.

For information, copies are also attached of the programs that implement the *Policy with Respect to Workplace Harassment* and the *Policy with Respect to Workplace Harassment*. The Workplace Harassment Program is comprised of the Human Resources *Guideline on Civil Conduct* (which is being renamed the “Human Resources Guideline on Workplace Harassment and Civil Conduct”) and the *Guideline for Employees on Concerns and Complaints Regarding Prohibited Discrimination and Discriminatory Harassment*. The Workplace Harassment Program was updated in 2016 to ensure compliance with legislative amendments, and is currently being reviewed to ensure consistency with the *Policy on Sexual Violence and Sexual Harassment*. It is also subject to consultation with Joint Health and Safety Committees. The Workplace Violence Program is also currently being updated.

FINANCIAL IMPLICATIONS:

Not applicable.

RECOMMENDATION:

Be it Resolved

THAT the amendments to the *Policy with Respect to Workplace Harassment* (dated May 13, 2010 and amended September 8, 2016) and *Policy with Respect to Workplace Violence* (dated May 13, 2010) be approved, effective immediately.

DOCUMENTATION PROVIDED:

- Current: *Policy with Respect to Workplace Harassment*
- Marked Amendments: *Policy with Respect to Workplace Harassment*
- Final Proposed: *Policy with Respect to Workplace Harassment*

- Current Policy: *Policy with Respect to Workplace Violence*
- Marked Amendments: *Policy with Respect to Workplace Violence*
- Final Proposed: *Policy with Respect to Workplace Violence*

OTHER DOCUMENTS (links)

- *Human Resources Guideline on Civil Conduct* (dated August 4, 2016)
http://dlrssywz8ozqw.cloudfront.net/wp-content/uploads/sites/34/2016/09/Policies_Human-Resources-Guideline-on-Civil-Conduct_08Sep2016.pdf.
- *Guideline for Employees on Concerns and Complaints Regarding Prohibited Discrimination and Discriminatory Harassment* http://dlrssywz8ozqw.cloudfront.net/wp-content/uploads/sites/34/2016/09/Policies_Guideline-for-Employees-on-Concerns-Complaints-Regarding-Prohibited-Discrimination-Discriminatory-Harassment_08Sep2016.pdf (dated August 4, 2016)
- *Workplace Violence Program* (Updated August 27, 2013)
<http://dlrssywz8ozqw.cloudfront.net/wp-content/uploads/sites/34/2016/04/U-of-T-Workplace-Violence-Program.pdf>