

UNIVERSITY  
of GUELPH

CHANGING LIVES  
IMPROVING LIFE



# Diversity & Human Rights



# Annual Report

## 2014-15

## AVP's Message

The University of Guelph is a respected leader in inclusion, equity, accessibility and human rights practices.

We encourage and depend on every member of our campus community to honour and uphold this reputation.

The **Office of Diversity and Human Rights (DHR)** is a WELCOMING, SAFE and CONFIDENTIAL one-stop shop for information, training and support on issues relating to diversity and human rights on our campus.

Clear communication, collaboration, capacity building and leadership guide the services we deliver. In the report that follows, you will see that the DHR strived to meet those challenges throughout the 2014-15 academic year.

Creating a campus where all people are treated with respect and can reach their full potential is an ongoing journey. DHR is responsible for stimulating and advancing that journey. Join us.

Warm Regards,

**Jane Ngobia**

**Assistant Vice-President, Office of Diversity and Human Rights**





## **DHR ANNUAL REPORT 2014-15**

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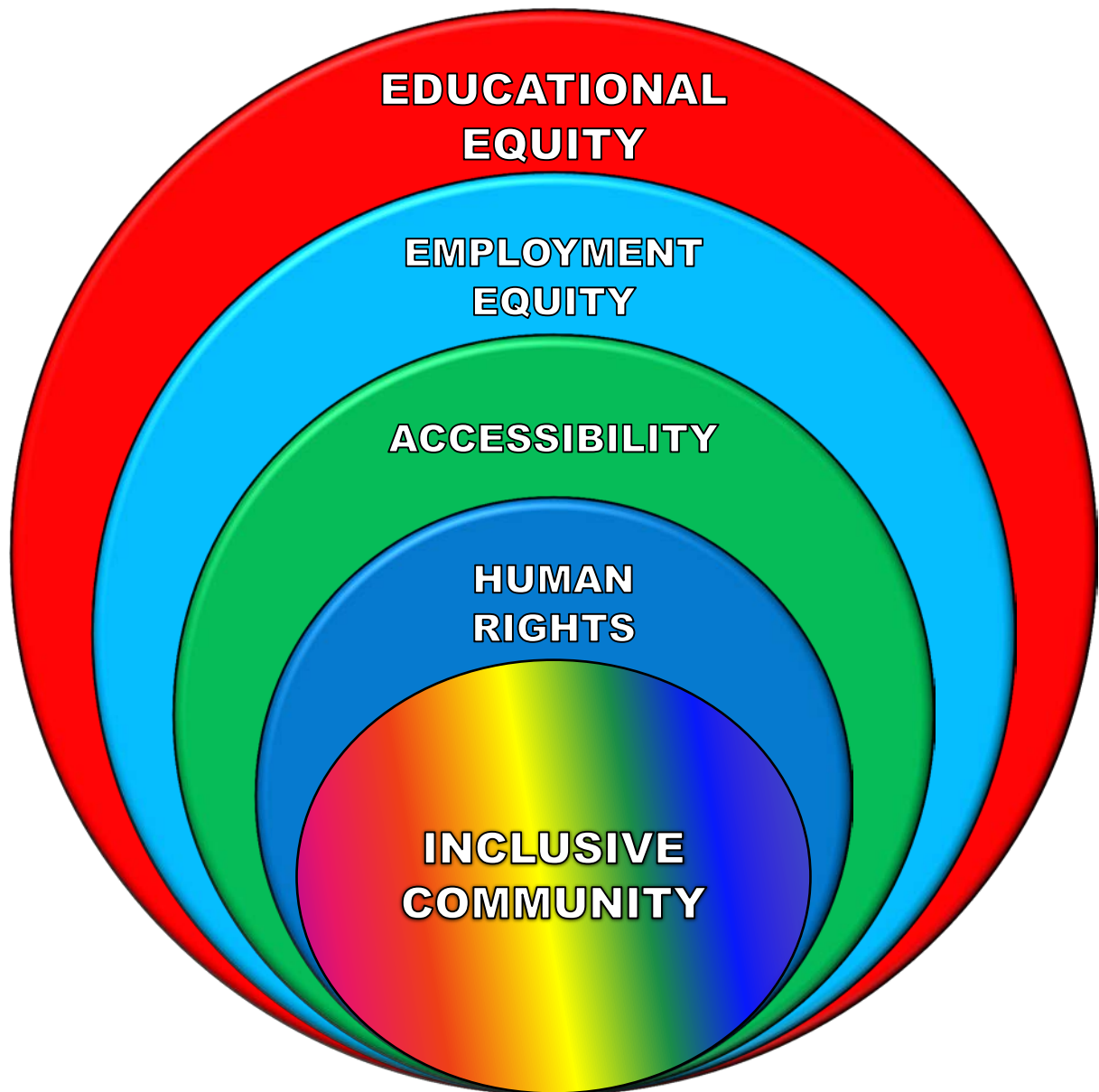
### **APPENDIX I: DHR POSTER**

### **APPENDIX II: INFORMAL PROCESS POSTER**



Diversity &  
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## MANDATE





# Inclusive Community



The **Office of Diversity and Human Rights (DHR)** promotes an atmosphere where members of the University community support human rights and equality. This includes creating an environment that is safe, positive, respectful and conducive to the pursuit of excellence.

To achieve this objective, we deliver training and promote awareness on inclusion, equity, and accessibility and human rights issues to all members of our campus community.

In **2014-15**, DHR and its community partners held a number of events and training sessions, and sponsored many new initiatives to great success.

## Inclusive Community 2014-15



### Human Rights Training for Supervisors



DHR utilizes a scenario-based training method, which allows participants to learn in a realistic environment. It's a great way to deliver interactive and skills-based training and to help participants build upon existing knowledge and information!

This interactive half-day workshop was offered several times throughout the year. Supervisors from across campus explored their crucial role in human rights complaint resolution through interactive activities, storytelling and two-way dialogue. Here's just a few of the comments we received from this year's participants:

*"Scenarios were extremely helpful, and hearing others thought processes helped a lot!"*  
*"Thank you again! I wish to take as many training sessions as possible with your office"*

We thank the **Professional Staff Association** for their ongoing support of these sessions.



**NEW@THEU**

This year, DHR participated in the new employee orientation sessions organized by the Human Resources. At each session, DHR staff led a productive dialogue about promoting a respectful and inclusive workplace environment.

We thank **Human Resources** and the **Learning and Development** team for giving new employees a positive start and for partnering with DHR!

## Orientation Week



Orientation Week is always a high spirited 8 days of events for incoming students. Our 'Diversity Dash' scavenger hunt was a great way to introduce newcomers to the DHR and the support resources across campus. Thanks to our student peer helpers and volunteers for making this event a spectacular success!

## Express! Not Oppress

This interactive session introduced community participants, including the Wellness Centre, Student Housing Services, the Ontarian staff, and the Student Help and Advocacy Centre (SHAC) to the key principles of anti-racism and anti-oppression.

### Faculty Recruitment Committee Orientation

DHR delivers mandatory orientation sessions for faculty recruitment committee members. In these interactive sessions, participants learn how to recognize exceptional faculty through effective, fair and equitable recruitment.

**Need to book a session? Contact DHR and go for the gold!**



## @GuelphDHR

In the spring of 2014, DHR launched its social media presence on Twitter, Facebook, Tumblr, and You Tube. The DHR website also underwent a major transformation to promote enhanced accessibility and user-friendliness. Follow us!



## Classroom Visits

This year, our dynamic peer helper team visited over twenty first and second-year classrooms to introduce students to all the services offered by DHR. This initiative reached over 2000 students! Thanks to all the faculty members who made these visits possible.

## Community Events

As always, DHR was a highly visible presence at the many fairs and outreach initiatives sponsored by our campus partners, including the Residence Life Campus Partner Resource Fair, the Graduate Student University Teaching Conference, the Resource Fair for International Students, and the President's Resource Fair.



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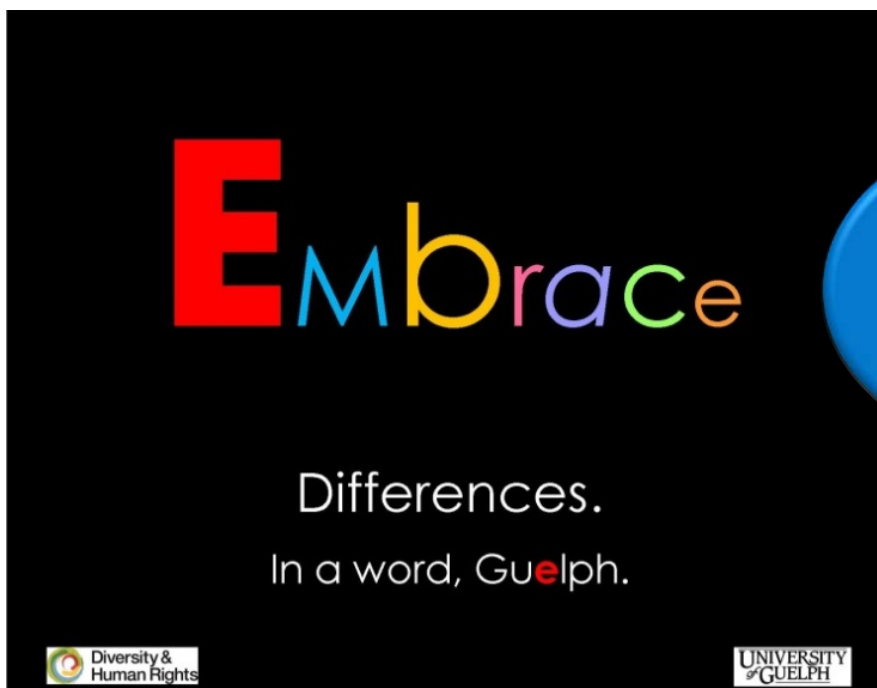


## International Day of the Girl

At this annual event, organizers invited DHR AVP Dr. Jane Ngobia to deliver a session encouraging young women from the local Guelph community to take the initiative in addressing the challenges faced by women and girls locally and throughout the world.



## In a Word, Guelph



Want to see your  
department, club or  
faculty logo on our  
poster?  
Contact DHR today!

In January 2015, the DHR launched a poster campaign. “**In a Word, Guelph**” shares the message that every member of the University of Guelph community has a unique and important contribution to an inclusive campus.

We thank our partners at **Student Life (Multi-faith and Student Housing Services)** for lending their support to our campaign.



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# Accessibility



The University of Guelph is committed to making its learning, living and work environments accessible and welcoming — places where students, employees, volunteers and visitors are accommodated according to their needs.

The Office of Diversity and Human Rights monitors compliance with the Accessibility for Ontarians with Disabilities Act (AODA) and supports the work of the AODA steering committee.

This year, DHR reorganized and reinvigorated the university's accessibility committee structure with the objective of increased efficiency and functionality.

# Accessibility @ University of Guelph 2014-15

## AODA Steering Committee



### Chair-AODA Steering Committee

**Gayleen Gray**

Deputy CIO and Associate Director  
Computing and Communications Services

The AODA was created with the intent of achieving accessibility for Ontarians with disabilities by 2025, in five areas:



The AODA Steering Committee is composed of senior administrative leaders who provide strategic direction for implementation of the requirements arising out of the AODA and its standards.

We coordinate efforts to eliminate existing barriers on campus and we evaluate our university's policies and procedures to make sure we're getting it right.

One of the key decisions arising from the reorganization of the university's accessibility committee structure was the establishment of the **Information and Communications sub-committee** and the **Built Environment sub-Committee**.



## Information and Communication



### Subcommittee Chair

**Stuart Robertson**

Web Manager

Computing and Communications Services

The **Information and Communications sub-committee** coordinates compliance with the AODA requirements that relate to Information and Communications including: web accessibility, document accessibility and library accessibility.

To achieve its goals, the sub-committee began to strategically address barriers encountered by persons with disabilities in the areas of information and communications, with specific reference to the **Integrated Accessibility Standards Regulation (IASR)**, which became law in 2011.

The Province of Ontario integrated three standards into one regulation to align and phase-in requirements of the Information and Communications, Employment and Transportation accessibility standards.

The Sub-committee works to ensure that educational, communications and training resources are provided in an accessible or conversion ready format on request and that new university websites and web content conform to [Web Content Accessibility Guidelines \(WCAG\)](#). Following these guidelines will make content accessible to a wider range of people with disabilities.

To help achieve these objectives, the Sub-committee also established three working groups focused specifically on document, web, and library accessibility.





## Built Environment



### Subcommittee Chair

**Justin Selby**

Senior Construction Coordinator  
Physical Resources

The **Built Environment sub-committee** works to ensure that accessible design is incorporated into all renovations and capital construction projects completed on campus. The sub-committee administers the University's Facility Renewal Fund; develops accessibility plans for the built environment; and develops procedures for service disruptions and preventative maintenance of accessibility features on campus.

Some of the 2014-15 projects supported by facility renewal funding include a viewing stand installed in Alumni Stadium and accessibility and security upgrades completed in various academic and administrative buildings.

## Meet Kian Merrikh



In April 2015, DHR welcomed Kian Merrikh as **Accessibility Officer**. Kian will make use of his superior communications, marketing, customer service, and management skills to coordinate the University's efforts towards compliance in the accessibility standards and beyond.

## Customer Service Standard

All new university employees, volunteers, and contract staff are enrolled in the online e-learning module **Accessible Service Provision (ASP)** which orients University staff, faculty and service providers on the AODA requirements with respect to customer service. All persons with a teaching function are required to complete the **Making Education Accessible (MEA)** course.

# Human Rights



All members of our campus community have the right to study, work and live free from discrimination and harassment based on their gender, religion, race, colour, sexual orientation, national origin, age or physical ability.

DHRs manages the university's dispute resolution process as outlined in Human Rights at the University of Guelph, the university's human rights policy and procedures document

This year, we led a comprehensive review of the document and streamlined our internal intake and inquiries practices.

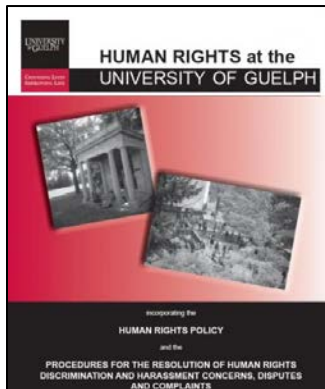
# Human Rights@ University of Guelph 2014-15



## Gender Identity & Gender Expression

In 2012, [“gender identity”](#) and [“gender expression”](#) were added as grounds of discrimination in the Ontario Human Rights Code. As such, these two grounds are now recognized by the university’s human rights policy.

## Human Rights Advisory Group (HRAG)

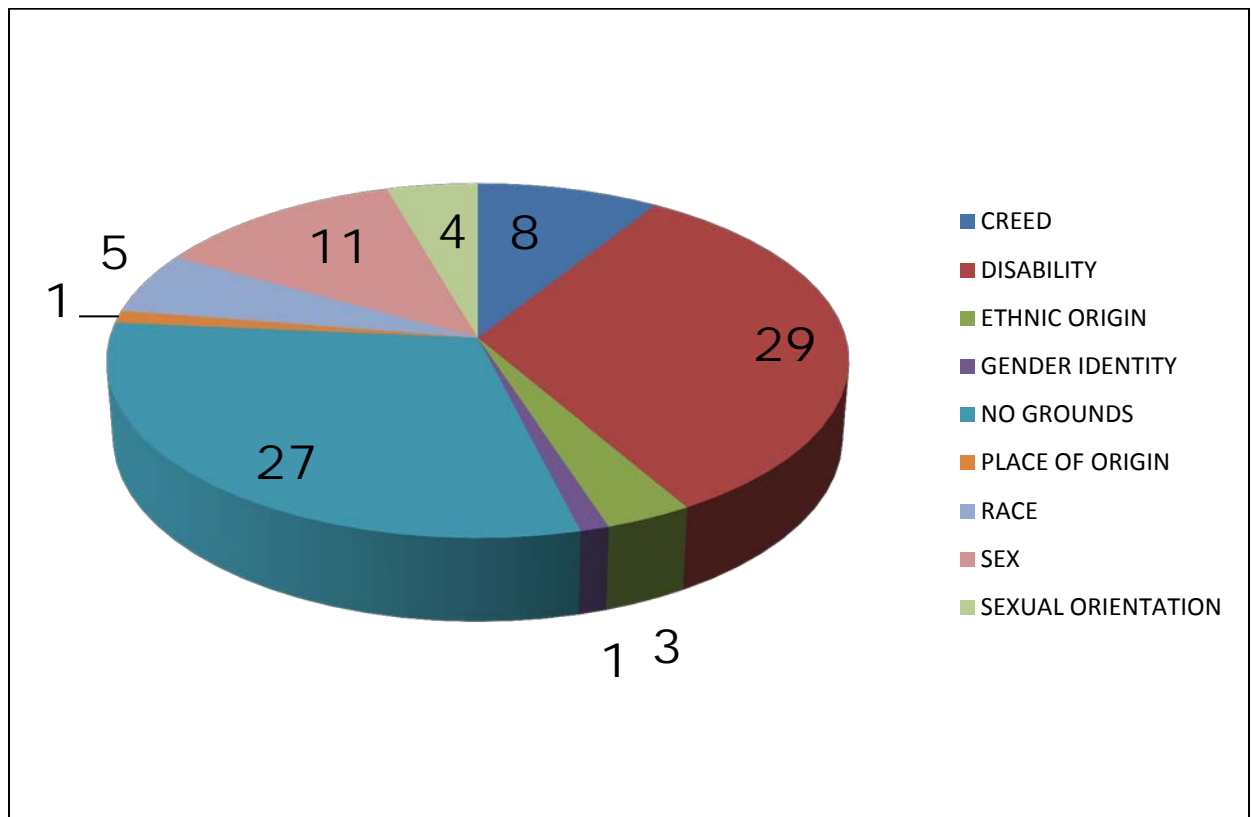


The **Human Rights Advisory Group (HRAG)** advises the Assistant Vice-President (DHR) on revisions to the human rights policy. In early 2014, DHR in conjunction with the HRAG initiated a formal review of **Human Rights at the University of Guelph**, the university’s policy/procedures document. This has been a consultative process benefiting from the active participation of the university community including:

- Employee Groups
- Graduate Students Association (GSA) and Central Student Association (CSA)
- Vice-President’s Academic Council-VPAC
- Vice-President’s Administrative Team-VPAT
- Deans Council
- Student Affairs Directorates
- Office of Legal Counsel
- Governance Office

The review process continues throughout the spring & summer of 2015, with the goal of presenting the recommendations to the various university bodies for information prior to presenting the revised version of the policy and procedure documents to the Board of Governors for approval.

## Human Rights Complaints and Inquiries



During the **2014-15** operational year the Office of Diversity and Human Rights received a total of **89** complaints and inquiries.

In keeping with trends observed in the 2010-14 period, the majority of issues brought to our Office's attention were addressed through the provision of information and advice (including referral to other university complaint mechanisms) or the informal complaint process as outlined in the policy and procedures document.

Human Rights Process	Total Complaints
FORMAL COMPLAINTS	11
INFORMAL PROCESS	10
INFORMATION & ADVICE	68



## Human Rights Fact Finder and Resource Persons



In accordance with *Human Rights at the University of Guelph* volunteers and nominees for the position of Human Rights Fact Finders are selected by a committee composed of senior representatives of university administration. Volunteers for the position of Human Rights Resource Persons are selected by a sub-committee of the HRAG.

This year we received an outstanding level of interest in these positions from faculty, staff and students. We are pleased to report that fourteen new volunteers have been trained and now join the existing volunteer pool.

### University of Guelph Committee on Sexual Violence

With the commitment of President Dr. Franco Vaccarino, the University of Guelph began to implement a comprehensive plan to ensure that our community is doing everything possible to tackle the issue of sexual violence on campus. Chaired by the Associate Vice-President, Student Affairs, the **Committee on Sexual Violence** undertook a detailed review of the university's policies, support programs and resources. As a member of this committee and leader of its policy review subcommittee, DHR supports the work of our campus partners in ensuring that the University of Guelph remains free of sexual violence.



### Judicial Outcome Sessions

This year, we undertook a partnership with **Student Judicial Services**. Certain students charged under the *Policy on Academic Misconduct* participated in an informational session at our Office as a condition of the outcome of the judicial process, as determined by the judicial committee.

# Employment Equity



At DHR, we believe everyone deserves the same opportunities and benefits based on their relevant abilities and merit. We work collaboratively across campus to:

- Eliminate any employment barriers that may exist
- Remedy any past discrimination
- Prevent future barriers
- Improve designated group members' access and distribution throughout all occupations and at all levels.

Our goal? To ensure all employees and job applicants receive equitable treatment and equitable hiring, training and promotion opportunities.

To that end, this year, DHR administered the launch of the **Diversity Matters Census**, the university's employment equity self-identification questionnaire.

## Employment Equity @ University of Guelph 2014-15



### The Diversity Matters Census

The purpose of employment equity is to achieve equality in the workplace so that no person shall be denied employment opportunities or benefits for reasons unrelated to ability and, in the fulfilment of that goal, to correct the conditions of disadvantage in employment experienced by women, Aboriginal Peoples, persons with disabilities and members of visible minorities (racialized people).

Under the [Federal Contractors Program \(FCP\)](#) the University of Guelph is required to survey its workforce to determine the representation of the four designated groups in each occupational category.



To fulfil this requirement, in November 2014, the University of Guelph launched **The Diversity Matters Census**, which is the tool to collect and administer the employment equity self-identification questionnaire. This was a community effort led by DHR in collaboration with Human Resources and Computing and Communications Services.

The Census had an excellent response rate. As we enter 2015-16, we move towards the release of the Census results and continue the analytical processes necessary to establish short and long term numerical and qualitative goals for the future.



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# Always Looking Ahead...



In partnership with others on campus, here are just some of the milestones that we expect to reach this coming year:

- Release of the revised human rights policy and procedures documents
- Employment systems review and setting of institutional qualitative and quantitative goals (employment equity)
- Web accessibility project towards compliance with information and communication standard

Along with these major projects, the DHR will continue with the dynamic training sessions, problem-solving strategies, and community partnerships that define us.

In that spirit, in the closing pages that follow, we take a moment to recognize the many community members that have provided us with the invaluable support that is essential to our success.

We have also included two posters for your office or workplace. We hope that they will serve as a daily reminder that DHR is here to help, to listen, and to collaborate.

**We all own inclusion because we all create it!**





*DHR thanks all of the staff, faculty, and students who partnered with our office in various capacities over the course of the year and championed our shared goal of facilitating inclusion at the University of Guelph.*

*The following individuals volunteered their time to our various community initiatives, served in an advisory capacity, and/or provided valuable mentorship during our transition and re-envisioning process.*

***We could not have done it without all the support!***

**Angie McLaughlin  
Athol Gow  
Barry Wheeler  
Brenda Whiteside  
Cara Wehkamp  
Cindy Kettle  
Daniel Levitt  
Daniel Poulin  
Deborah Tovell  
Gayleen Gray  
Gbolahan (GB) Olarewaju  
Genevieve Gauthier  
Hilary Jarvis  
Jessica Westlake  
Joseph Tindale  
Karen Zago  
Kian Merrikh  
Kim McCaughan  
Laurie Arnott  
Leslie LaCelle  
Lilly Zhou  
Linda Watt**

**Lindsay Winger  
M. Gloria-Gonzalez-Morales  
Martha Harley  
Marty Molengraaf  
Mary Murphy  
Mazen El-Baba  
Melissa Jutzi  
Michelle Curtis  
Miranda Mafe  
Robin Begin  
Sandra McIntyre  
Sarah Bruce  
Shafeeq Armstrong  
Shannon Thibodeau  
Sharon Cardow  
Sky Gilbert  
Sonya Blake  
Stuart Robertson  
Susan Thompson  
Tania Green  
Tracey Jandrisits  
Veronica Ward**

# ACKNOWLEDGMENTS

## Office of Diversity & Human Rights (DHR) Staff

Dr. Jane Ngobia - Sonja Christopherson

Kian Merrikh - Anny Strojin

David Gibson - Veronica Majewski

## Human Rights Advisory Group (HRAG)

Cameron Kroetsch	CUPE 3913
Chris Nutt	Administration
Hawmid Azizi	GSA
James Mahone	UGFA
Janet MacInnes	UGFA
Janice Folk-Dawson	CUPE 1334
Joe Rooyakers	OSSTF/TARA
Laleh Hatefi	OSSTF/TARA
Laura Maclure	CUPE 1334
Lynley Swanson	USW 4120
M Christi Cooper	Professional Staff Association
Natasha Dienes	CUPE 3913
Nora Teri	Professional Staff Association
Sonali Menezes	CSA
Susan Hubers	UGFA
Toni Pellizari	OSSTF/TARA
Wendy Morley	USW 4120

## DHR Student Peer Helpers/Volunteers

Mallory Davies

Nivala Persad Maharaj

Danielle Mihok

Sydni Gulko

Noeline Subramaniam



## Our 2015-16 Volunteers

### Human Rights Fact Finder/Resource Persons Pool

<b>Robin Bergart</b> Staff	<b>Kara MacFarlane</b> Staff
<b>Sonya Blake</b> Staff	<b>Linda Mahood</b> Faculty
<b>Eric Boucher</b> Student	<b>Martha Nandorfy</b> Faculty
<b>Rachelle Campbell</b> Staff	<b>Steve Nyman</b> Staff
<b>Janet Doner</b> Staff	<b>Helen Odame</b> Faculty
<b>Cynthia Eden</b> Staff	<b>Omoyemen Otoide</b> Student
<b>Zyra Edwards</b> Student	<b>Saveena Patara</b> Staff
<b>Callie Hill</b> Student	<b>Nailah Ramsoomair</b> Student
<b>Doug Horne</b> Staff	<b>Helen Salmon</b> Staff
<b>Cathie Hosker</b> Staff	<b>Steve Seifried</b> Staff
<b>Devi Cinthuja Leon</b> Staff	<b>Kim Thorne</b> Staff
<b>Jon Warland</b> Faculty	



# Diversity & Human Rights



Put **yourself** in  
the picture...

Community  
Training  
Outreach  
Support  
Human Rights  
Accessibility



Guelph **DHR**



**X 53000**



# Diversity & Human Rights

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## The Informal Complaint Process

