



Annual Report on the Sexual Misconduct Policy and Procedure, Reporting and Prevention Strategies 2023-2024

Background

Pursuant to subsection 17(7.1) of the *Ministry of Training, Colleges, and Universities Act* (MTCU Act), St. Clair College is required to provide an Annual Report to its Board of Governors annually. This Annual Report must be publicly available and include the following information:

- Number of times supports, services and accommodations relating to sexual violence are requested and obtained by students enrolled at the college or university, and information about supports, services and accommodations.
- Any initiatives and programs established by the college or university to promote awareness of the supports and services available to students.
- The number of incidents and complaints of sexual violence reported by students and about such incidents and complaints.
- The implementation and effectiveness of the policy.

St. Clair College has two policies which deal with sexual misconduct. The first policy, entitled “Sexual Violence Prevention and Reporting Policy”, updated in 2023, addresses student to student sexual violence. This policy requires a review every three years under the MTCU Act. In 2022, the MTCU Act was updated to require post-secondary institutions to initiate a policy around sexual misconduct. This policy addresses relationships between staff and students. St. Clair College opted to develop a new stand-alone policy entitled, “Sexual Misconduct Policy”. This policy was initiated in June of 2023 and was recently updated in February 2024. St. Clair College also has a webpage designed to specifically communicate supports, initiatives and reporting information so that students have easy access to this information.

Since 2017, the College has been tracking the number of sexual violence incidents that are reported to Security, the College Resolution Officer and the sexual violence leads. The College’s protocol is that disclosures made to the Health Centre staff, counsellors, College staff, student representatives or other areas are communicated, in general terms, to the SVP Lead for tracking purposes. However, the numbers shown on the chart may not be fully represented if the disclosure was not communicated properly.

In all cases, College representatives inform the victim of available supports and services (internal and external), as well as options for investigation. If a student wishes to pursue an investigation through the College, the College supports the students involved and has an external party (lawyer) conduct the investigation.

It is also important to note that the term 'sexual violence' can include a wide range of sexual misconduct including inappropriate touching to rape. Therefore, when reporting sexual violence, one must keep in mind that while all sexual assaults are illegal and prohibited, the severity levels do vary and are not differentiated for the purpose of reporting.

Number of Sexual Violence Incidents and Supports Provided

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Number of Informal Reports (Disclosures – Not Investigated by College)	2	7	9	10	15	10	16
Number of Formal Reports (Investigated by College)	7	3	5	2	1	3	1
Incidents That Occurred off Campus	1	1	3	8	13	7	13
Incidents That Occurred on Campus	6	2	2	2	2	5	1
Unknown Where Incidents Occurred	2	7	9	2	1	1	3
Services or Accommodations Provided	5	6	14	6	13	11	14

Supports

Supports provided to all students impacted by sexual violence include a range of options and comprise the following at a minimum:

- Interim measures (separation, change of sections, etc.).
- Counseling – Two Social Workers on site (CMHA) in Windsor.
- St. Clair College Counselling Services available at the Windsor Main, Chatham, and Downtown Windsor Campuses.
- Referral to and promotion of local supports:
 - Windsor:
 - Hiatus House <https://hiatushouse.com/>
 - Sexual Assault Crisis Centre <https://saccwindsor.net/>
 - Victim Services <https://vswec.ca/>
 - Chatham:
 - CK Women's Centre <https://ckwc.ca/>
 - CK Sexual Assault Crisis Centre <https://cksacc.org/>
 - CK Victim Services <https://ckvictimservices.com/>

- Medical follow-up with College Health Centre.
- Academic Accommodations and supports through Student Services.
- Safety Plans.
- Follow up by Sexual Violence Lead.
- Reporting through REES (Respect Educate Empower Survivors) portal.

Sexual Violence Prevention (SVP) Committee

The SVP Committee meets monthly to review initiatives and suggestions towards educating students and the College community about sexual violence prevention. The Sexual Violence Prevention Committee is comprised of representatives from the following areas:

- Student Safety & Wellness Administrator – Chair.
- Associate Vice President (AVP), Safety, Security and Facilities Management.
- Director, Student Services.
- One student representative from the Student Representative Council (SRC).
- One to three St. Clair College Student Wellness Ambassador.
- One student representative from the Thames Student Institute (TSI).
- One student representative from the Saints Student Athletic Association (SSAA).
- Faculty – Counsellors in Student Services, one from Windsor and one from Chatham.
- One CMHA counsellor.
- College Resolution Officer.
- Management representatives from both on-campus Residences.
- A representative from Human Resources.
- A representative from Marketing.
- Manager, Health, Safety and Wellness.
- Tutoring Services Administrator.

The mandate of this Committee includes:

- Fostering greater awareness of sexual violence on campus through educational and awareness programs.
- Reviewing and proposing revisions to policy and procedures related to sexual violence and ensuring that the policy and procedures are reviewed annually.
- Remaining up to date on emerging best practices in prevention and support, to make recommendations for the creation of new programs, and/or services where the need arises, or research suggests.
- Ensuring ongoing and appropriate training for faculty, staff, and student leaders.
- Develop strategies and introduce initiatives aimed at promoting a culture of respect and ending sexual violence on campus.
- Receive and review the Annual Report from the AVP related to sexual violence which includes the following information:
 - The number of times students requested or received services, support or accommodations following an act of sexual violence and details on the services, support or accommodation measures requested or received.

- Initiatives and programs introduced to promote awareness of services and support available to students.
- The number and types of incidents and complaints of sexual violence reported by students. Details of implementation and effectiveness of the Policies and Protocols around Sexual Violence.

2023-2024 Initiatives

- Collaboration and promotion of REES.
 - REES (Respect Educate Empower Survivors) is an online reporting portal that allows students to anonymously report sexual violence incidents.
 - Students can remain anonymous or connect with the College.
 - Students can easily access supports within the community or at the College without having to talk to anyone at the College. They are also able to see our process for reporting sexual misconduct.
 - REES provides the College with reports on disclosures at the end of each week.
 - REES provides promotional materials for students in both print and digital formats.

- Training
 - The residences located at St. Clair College hold training sessions on consent and healthy relationships with students during orientation and throughout the school year.
 - Onboarding of Bringing in the Bystander (A Prevention Workshop for Establishing a Culture of Responsibility and Respect) training for both staff/faculty and students; delivered separately.
 - <https://www.soteriasolutions.org/bringing-in-the-bystander>
 - Onboarding of [EAAA: Flip the Script](#) Sexual Assault Resistance Program for female-identifying students.
 - <https://sarecentre.org/infographic.html>
 - Windsor Police Services partnering with Student Safety & Wellness Administrator to host an education session specific consent.
 - Student Wellness Ambassadors hosting information sessions at Gem Residence.
 - Hosting self-defense workshops centered around Gender Based Violence.
 - Developed two separate sexual misconduct trainings to highlight importance of Bill 26, Strengthening Post-Secondary Institutions and Students Act, prioritizing this information by mandating the modules for all staff and students.

- Awareness
 - Student-led groups provided a range of events and opportunities for students to engage in learning about healthy relationships, consent, sexual violence resistance and prevention.
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 - Growth of social media page @StClairStudentWellness to promote awareness and share information regarding on-campus supports, consent culture, and workshops/training opportunities for students.
 - Expanding to six Student Ambassadors across all three campuses to facilitate both Flip the Script & Bringing in the Bystander programs through a peer-led model.

Students also support social media posts and outreach opportunities to engage students in conversations regarding sexual violence, distribute promotional materials, and participate in activities to create sexual violence awareness.

- The Student Ambassadors facilitated educational and awareness campaigns related to consent, positive relationships, sexual violence prevention, mental health, etc.
 - Hosted “No More” initiative with outreach booths, fill-in-the-blank signs, and t-shirt decorating for Sexual Assault Awareness Month.
- Collaboration
 - Inviting community partners on-site to host information booths in the alcoves (e.g., Hiatus House, Welcome Centre).
 - Hosting Safety in Sport event in collaboration with University of Windsor where panelists discussed emotional, physical, and sexual abuse in sport, resources, and supports.
 - Developed partnership with Violence Against Women Coordinating Community of Windsor Essex.
 - Ongoing consultation with Victim Services.