



**THE FORTH MEETING OF THE THIRD BOARD OF DIRECTORS OF DURHAM COLLEGE STUDENTS  
INCORPORATED**

**JUNE 26, 2019 at 4:00 p.m.**

**STUDENT CENTRE, ROOM 212, 2000 SIMCOE STREET, OSHAWA, ONTARIO**

**(call in available please contact Charles Wilson)**

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1. Call to Order

2. Adoption of the Agenda

***RESOLUTION 2019-04-01***

***That the Agenda for the Forth Meeting of the Board of Directors of Durham College Students Incorporated be adopted.***

3. Declaration of Conflict of Interest

4. Minutes of the previous meeting

***RESOLUTION 2019-04-02***

***That the minutes of the Third meeting of the Board of Directors held on May 22, 2019 be adopted.***

***RESOLUTION 2019-04-03***

***That the minutes of the First Special Meeting of the Board of Directors held on June 6, 2019 be adopted.***

***RESOLUTION 2019-04-04***

***That the minutes of Second Special Meeting of the Board of Directors held on June 18, 2019 be adopted.***

5. Delegations/Presentations

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Sexual Violence Policy

6. Motions

7. General Manager's Report

8. Senior Manager Reports

**R2019-04-01**

**RESOLUTION 2019-04-05**

***That the Board of Directors sets the date of the Annual General Meeting as October 30, 2019 and directs the Secretary of the Board in conjunction with the Standing Committee to determine the meeting agenda and the dates of the advance polls.***

**RESOLUTION 2019-04-06**

***That the Board of Directors sets the date of the Membership Meetings for the School of Media, Art, and Design; the School of Interdisciplinary Studies; and the School Skilled Trades, Apprenticeship, and Renewable Technology as October 3, and directs the Secretary of the Board in conjunction with the Standing Committee to determine the meeting agenda and the dates of the advance polls.***

9. Committee Reports

**Report of the Standing Committee meeting held on June 6, 2019.**

**RESOLUTION 2019-04-07**

***That the report of the Standing Committee held on June 6, 2019 be received.***

10. Financial Report

**2019-2020 Budget (to follow)**

**RESOLUTION 2019-04-08**

***That the Operations Budget for the fiscal year 2019-2020 be adopted, subject to adjustment based on the confirmation of enrollment numbers and fees being paid in October 2019 and February 2020.***

11. Statements or Questions by Members

12. Closed Session

**RESOLUTION 2019-04-09**

***That the Board now proceeds to a closed session to receive advice that is subject to solicitor-client privilege regarding potential litigation in accordance with sections 4.2 (e) and (f) of the Board Procedural Policy.***

**RESOLUTION 2019-04-10**

***That the Board now resumes an open session.***

13. Next Meeting

Next meeting will be held on July 24, 2019.

14. Adjournment

**RESOLUTION 2019-04-11**

***That the board do now adjourn to July 24, 2019 or to the call of the chair.***



**DURHAM COLLEGE STUDENTS INCORPORATED  
BOARD OF DIRECTORS MEETING MINUTES  
May 22, 2019**

***The Third Meeting of the Third Board of Directors of the Durham College Students Incorporated met on May 22, 2019 at 4:00 p.m.***

**Second Board of Directors**

Present:

Director Jane Dimitriou-Currie  
Director Matthew Givans  
Director Eduardo Akeson  
Director Keeshon Bonterre  
Director Harmanjit Pixie Kaur

(Non Voting)

Chairperson Natalie Bartley  
General Manager Designate Faris Lehn  
Administrator of the Office of the General Manager Charles Wilson

**CALL TO ORDER**

The Chairperson called the meeting to order at 4:02 p.m.

MOTION TO SUSPEND THE RULES OF ORDER

**RESOLUTION 2019-03-01**

***Moved by: Director Matthew Givans***

***Seconded by: Director Keeshon Bonterre***

***That notwithstanding section 11.2.5 and 11.3.5 of the rules of order and procedure the Board shall recesses for five minutes upon the winners being declared in the races.***

***-CARRIED 2019-03-01***

**OVERVIEW OF THE ELECTIONS PROCESS**

The Secretary of the Board gave an overview of the elections process.

**ELECTION OF THE MANAGING DIRECTOR**

Under the rules of procedure the following were deemed to be eligible for the position of Managing Director:

- Director Jane Dimitriou-Currie
- Director Matthew Givans
- Director Keeshon Bonterre
- Director Harmanjit Pixie Kaur

The first ballot was taken, those candidates eligible for the second ballot is as follows:

- Director Jane Dimitriou-Currie
- Director Matthew Givans

The second ballot was taken, those candidates eligible for the third ballot is as follows:

- Director Jane Dimitriou-Currie
- Director Matthew Givans

The third ballot was taken, the Secretary of the Board reported that on the third ballot Director Jane Dimitriou-Currie was elected as managing director.

**RESOLUTION 2019-03-02**

***Moved by: Director Matthew Givans***

***Seconded by: Director Eduardo Akeson***

***That Jane Dimitriou-Currie be appointed as Managing Director of Durham College Students Inc.***

***-CARRIED (2019-03-02)***

The Board took a recess.

**ELECTION OF THE DEPUTY CHAIRPERSON**

Under the rules of procedure the following were deemed to be eligible for the position of Deputy Chairperson:

- Director Keeshon Bonterre
- Director Eduardo Akeson
- Director Harmanjit Pixie Kaur

The first ballot was taken, and the Secretary of the Board reported that on the first ballot Director Eduardo Akeson was elected as Deputy Chairperson.

**RESOLUTION 2019-03-03**

- Moved by: Director Matthew Givans***
- Seconded by: Director Eduardo Akeson***  
***That Eduardo Akeson be appointed the Deputy Chairperson of Durham College Students Inc.***

**-CARRIED (2019-03-03)**

The Board took a recess.

**ELECTION TO THE STANDING COMMITTEE**

**RESOLUTION 2019-03-04**

- Moved by: Director Matthew Givans***
- Seconded by: Director Harmanjit Pixie Kaur***  
***That notwithstanding any Rules of Order and Procedures or usual practice one member be elected to the Standing Committee now and one at the October 29, 2019 board meeting.***

**-CARRIED (2019-03-04)**

Two nominations were received:

- Director Matthew Givans
- Director Harmanjit Pixie Kaur

A ballot was taken, and Director Matthew Givans was elected.

**RESOLUTION 2019-03-05**

- Moved by: Director Harmanjit Pixie Kaur***
- Seconded by: Director Jane Dimitriou-Currie***  
***That Director Matthew Givans be appointed to the Standing Committee of Durham College Students Inc.***

**-CARRIED (2019-03-05)**

**ELECTION OF THE EXTERNAL DIRECTOR**

**RESOLUTION 2019-03-06**

- Moved by: Director Keeshon Bonterre***
- Seconded by: Director Harmanjit Pixie Kaur***  
***That Daniel Keating be appointed as External Director of Durham College Students Inc.***

**RESOLUTION 2019-03-101**

**Moved by: Director Keeshon Bonterre**

**Seconded by: Director Harmanjit Pixie Kaur**

**That resolution 2019-03-06 be laid upon the table.**

**-CARRIED (2019-03-101)**

**APPOINTMENT TO THE STANDING COMMITTEE**

Nominations were received for the Standing Committees.

**RESOLUTION 2019-03-07**

**Moved by: Director Mathew Givans**

**Seconded by: Director Harmanjit Pixie Kaur**

**That:**

- 1) **Natalie Bartley and Keeshon Bonterre be appointed to the Academic Council of Durham College of Applied Arts and Technology;**
- 2) **Natalie Bartley, Harmanjit Pixie Kaur, Matthew Givans, and Jane Dimitriou-Currie be appointed to the College Council of Durham College of Applied Arts and Technology;**
- 3) **Harmanjit Pixie Kaur be appointed to the DC/DCSI joint Advisory Committee of Durham College of Applied Arts and Technology;**
- 4) **Jane Dimitriou-Currie be appointed to Student Conduct and Appeals Committee of Durham College of Applied Arts and Technology;**
- 5) **Eduardo Akeson be appointed to the Ancillary Fees Protocol Committee of Durham College of Applied Arts and Technology;**
- 6) **Harmanjit Pixie Kaur be appointed to the Healthy Campus Taskforce of Durham College of Applied Arts and Technology;**

**For a term of May 1, 2019 to April 30, 2020 or until replace by resolution of the Board of Directors.**

**ADOPTION OF THE AGENDA**

**RESOLUTION 2019-03-08**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Keeshon Bonterre**

**That the Agenda for the Third Meeting of the Board of Directors of Durham College Students Incorporated be adopted.**

**-CARRIED (2019-03-08)**

**DECLARATION OF CONFLICT OF INTEREST**

None were declared.

**MINUTES OF THE PREVIOUS MEETING**

**RESOLUTION 2019-03-09**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Keeshon Bonterre**

**That the Minutes of the Fourteenth Meeting of the Second Board of Directors of Durham College Students Incorporated held on April 9, 2019 Board Meeting be received.**

**-CARRIED (2019-03-09)**

**RESOLUTION 2019-03-10**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Harmanjit Pixie Kaur**

***That the Minutes of the First Meeting of the Board of Directors of Durham College Students Incorporated held on April 27, 2019 be adopted.***

**-CARRIED (2019-03-10)**

**RESOLUTION 2019-03-11**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Harmanjit Pixie Kaur**

***That the Minutes of the Second Meeting of the Board of Directors of Durham College Students Incorporated held on May 11, 2019 be adopted.***

**-CARRIED (2019-03-11)**

**MOTIONS**

**RESOLUTION 2019-03-12**

**Moved by: Director Matthew Givans**

**Seconded by: Director Eduardo Akeson**

***That Faris Lehn, Charles Wilson, Natalie Bartley, and Jane Dimitriou-Currie be appointed as signing officers for bank account number 2022-003-1002336 held at Royal Bank of Canada, and further that they be empowered to bind the corporation in all contracts, promissory notes, deeds and other documents which shall from time to time require to be enacted, executed or done in the name of Durham College Students Incorporated and in accordance with the by-laws and policies of the Corporation and subject to instructions from the Board of Directors.***

**-CARRIED (2019-03-12)**

**SENIOR MANAGER REPORT**

**Report 2019.03.R01**

**RESOLUTION 2019-03-13**

**Moved by: Director Eduardo Akeson**

**Seconded by: Director Harmanjit Pixie Kaur**

**That:**

- (1) the contents of Report 2019.03.R1 be approved; and***
- (2) the Management Committee be authorise to do what is necessary to give effect to this resolution; and***
- (3) determine the appropriate usages of the capital funds allocated within the report, including altering the allocation of funds contained in the report.***

**-CARRIED (2019-03-13)**

**Report 2019.03.R02**

**RESOLUTION 2019-03-14**

**Moved by: Director Harmanjit Pixie Kaur**

**Seconded by: Director Eduardo Akeson**

***That the Board of Directors consents to the change in the fees structure as deemed necessary by the Acting General Manager on April 30, 2019.***

**-CARRIED (2019-03-14)**

**AGENDUM**

**RESOLUTION 2019-03-15**

**Moved by: Director Matthew Givans**

**Seconded by: Director Eduardo Akeson**

***That the Agendum be dealt with at this time.***

**-CARRIED (2019-03-15)**

**RESOLUTION 2019-03-16**

**Moved by: Director Matthew Givans**

**Seconded by: Director Eduardo Akeson**

***That the Board: (1) authorises the use of up to \$50,000 from the General Reserves for the 2019 fall orientation concert; and (2) authorises and direct the Management Committee to enter into and execute any contracts necessary for the concert, subject to the approvals required in policy and the operating agreement.***

**-CARRIED (2019-03-16)**

**STATEMENTS OR QUESTIONS BY MEMBERS**

Members made statements and asked questions.

**NEXT MEETING**

Next meeting will be held on June 26, 2019 at 4:00 p.m. not June 19, 2019 due to a scheduling conflict

**ADJOURNMENT**

**RESOLUTION 2019-03-17**

**Moved by: Director Matthew Givans**

**Seconded by: Director Eduardo Akeson**

***That the board do now adjourn to May 13, 2019 or to the call of the chair.***

**-CARRIED (2019-01-17)**





**DURHAM COLLEGE STUDENTS INCORPORATED  
BOARD OF DIRECTORS MEETING MINUTES  
June 6, 2019**

***The First Special Meeting of the Third Board of Directors of the Durham College Students Incorporated met on June 6, 2019 at 4:00 p.m.***

**Second Board of Directors**

Present: Director Jane Dimitriou-Currie  
Director Matthew Givans  
Director Eduardo Akeson

(Non Voting) Chairperson Natalie Bartley  
General Manager Designate Faris Lehn  
Administrator of the Office of the General Manager Charles Wilson

Regrets: Director Keeshon Bonterre  
Director Harmanjit Pixie Kaur

**CLOSED SESSION**

**RESOLUTION 2019-S01-01**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Eduardo Akeson**

***That the Board now proceeds to a closed session to receive advice that is subject to solicitor-client privilege regarding potential litigation in accordance with sections 4.2 (e) and (f) of the Board Procedural Policy.***

**-CARRIED (2019-S01-01)**

**RESOLUTION 2019-S01-02**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Matthew Givans**

***That the Board now resumes an open session.***

**-CARRIED (2019-S01-02)**

**ADJOURNMENT**

**RESOLUTION 2019-S01-01**

**Moved by: Director Jane Dimitriou-Currie**

**Seconded by: Director Matthew Givans**

***That the board do now adjourn to June 26, 2019 or to the call of the chair.***

**-CARRIED (2019-S01-03)**



***DURHAM COLLEGE STUDENTS INCORPORATED  
BOARD OF DIRECTORS MEETING MINUTES  
June 17, 2019***

***The Second Special Meeting of the Third Board of Directors of the Durham College Students Incorporated met on June 17, 2019 at 2:15 p.m.***

**Second Board of Directors**

Present: Director Jane Dimitriou-Currie  
Director Eduardo Akeson  
Director Matthew Givans  
Director Harmanjit Pixie Kaur

(Non Voting) Chairperson Natalie Bartley  
General Counsel Matthew Joseph, Barrister and Solicitor  
General Manager Designate Faris Lehn  
Secretary of the Board Charles Wilson

Regrets: Director Keeshon Bonterre

**CALL TO ORDER**

The Chairperson called the meeting to order at 2:17 p.m.

**CLOSED SESSION**

**RESOLUTION 2019-S02-01**

***Moved by: Director Matthew Givans***

***Seconded by: Director Harmanjit Pixie Kaur***

***That the Board now proceeds to a closed session to receive advice that is subject to solicitor-client privilege regarding potential litigation in accordance with sections 4.2 (e) and (f) of the Board Procedural Policy.***

***-CARRIED 2019-S02-01***

**RESOLUTION 2019-S02-02**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Jane Dimitriou-Currie***

***That the Board now resumes an open session.***

***-CARRIED 2019-S02-02***

The Secretary of the Board reported that the Board met in closed session on June 18, 2019 and one resolution giving direction to the officers was passed in that closed session.

**ADJOURNMENT**

**RESOLUTION 2019-S02-03**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Matthew Givans***

***That this meeting now adjourns to June 26, 2019 or to the Call of the Chair.***

***-CARRIED (2019-S02-03)***

<b>TYPE:</b>	Administrative
<b>TITLE:</b>	Sexual Violence
<b>NO.:</b>	ADMIN-244
<b>RESPONSIBILITY:</b>	Chief Administrative Officer and Vice-President, Student Affairs
<b>APPROVED BY:</b>	Durham College Leadership Team
<b>EFFECTIVE DATE:</b>	August 2019
<b>REVISED DATE(S):</b>	
<b>REVIEW DATE:</b>	August 2022

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## 1. Introduction

This policy and procedure aligns with the sexual assault and sexual violence protocol developed by colleges across Ontario and has been adapted to coordinate effectively with Durham College policies and procedures.

College members alleged to have been responsible for sexual violence may have their conduct reviewed under the College's policies and procedures and/or the criminal justice system.

## 2. Purpose

The purpose of the Sexual Violence policy and procedure is to communicate that all members of the Durham College community have a right to work and study in an environment that is free from any form of sexual violence. This policy and procedure also sets out the way we address sexual violence and rape culture through survivor support, awareness, education, training and prevention programs, the appropriate handling of reports or complaints of sexual violence incidents, and fostering and promoting a culture of consent.

These documents ensure that the College has a process of investigation that:

- Protects the rights of individuals;
- Facilitates an environment in which individuals of all genders who are affected by sexual violence are believed and their rights respected; and
- Holds individuals who are found to have committed an act of sexual violence accountable through a process that ensures procedural fairness.

## 3. Definitions

## **Sexual Violence**

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.

For a complete list of campus definitions, refer to [Durham College's Standard Definitions](#).

### **4. Policy Statements and Commitments**

Sexual violence is not acceptable and will not be tolerated. To ensure that our campus is a positive space for our community members to learn, work, and express themselves in an environment free from all forms of sexual violence we are committed to:

- a) Assisting those who have been affected by sexual violence by providing detailed information and support, including provision of and/or referral to counselling and medical care, and appropriate academic and other accommodations;
- b) Ensuring that those who disclose that they have been affected by sexual violence are believed, and that their safety and their right to dignity and respect is protected throughout the process of disclosure, investigation and institutional response;
- c) Treating individuals who disclose sexual violence with compassion recognizing that they are the final decision-makers about their own best interests;
- d) Addressing harmful attitudes and behaviours (eg. adhering to myths of sexual violence) that the person who has been affected by sexual violence is somehow to blame for what happened;
- e) Ensuring that on-campus (internal) investigation procedures are available in the case of sexual violence, even when the individual chooses not to make a report to the police;
- f) Engaging in appropriate procedures for investigation and adjudication of a complaint which are in accordance with the College policies and standards, and that ensure fairness and due process;
- g) Ensuring coordination and communication among the various departments who are most likely to be involved in the response to sexual violence on campus;

- h) Engaging in public education and prevention activities that include campaigns, training sessions, workshops, print and online resources, programs and events on a variety of topics related to sexual violence;
- i) Providing appropriate information, education and training to the College community about topics such as rape culture, consent, sexual assault awareness, how to seek support, resources for survivors, and tools for responding to disclosures;
- j) Contributing to the creation of a campus atmosphere in which sexual violence is not tolerated; and
- k) Monitoring and updating our policies and procedures to ensure that they remain effective and in line with other existing policies and best practices.

## **5. Application and Scope**

This policy and procedure applies to all members of the College community including students, employees, governors, contractors and suppliers of service, individuals who are directly connected to any College initiatives, volunteers and visitors.

The reporting process and procedures outlined in this policy apply to all incidents in which the Complainant is/was a student at the time of the alleged incident and the Respondent is/was a member of the Durham College community at the time of the alleged incident, regardless of where the incident is alleged to have taken place and irrespective of whether it is alleged to have taken place in person or online.

Those affected by sexual violence are not required to report an incident of sexual violence to receive the supports or accommodations outlined in this policy. Additionally, those affected by sexual violence have the right to pursue legal avenues regardless of whether or not they choose to proceed with a report under this policy.

## **6. Community Education**

The College will provide on-going education and awareness initiatives dedicated to exploring sexual violence, including topics such as the parameters of consent, drug and alcohol use, pro-social bystander behaviour, sexual and cyber harassment, rape culture, sexual assault awareness, how to seek support, resources for survivors, and advice and resources for first responders.

The College will maintain a dedicated webpage on sexual violence which will set

out particulars of initiatives and programs related to sexual violence that promote awareness of the support and services available to campus community members.

The College will provide training to all community members on this Policy.

## **7. Confidentiality**

Ensuring confidentiality is a key principle in creating an environment and culture where survivors feel safe to disclose and seek support and accommodation. As such, all members of the Durham College community who receive a disclosure of sexual violence or who are involved in addressing or responding to sexual violence, must keep the matter confidential, except in accordance with the terms of this policy, in order to protect the rights of those involved in the allegations, prevent an unjustified invasion of their personal privacy, and preserve the integrity of the investigation.

Durham College will make every effort to reasonably protect the confidentiality of those affected by sexual violence while balancing legal responsibilities to provide a campus environment that safe for the entire campus community. All records are handled in accordance with its policies, the Freedom of Information and Protection Privacy Act, the Personal Health Information Protection Act, and the provisions of applicable employee collective agreements.

Circumstances in which the confidentiality cannot be assured may include:

- The accommodations or supports required may limit the possibility of confidentiality;
- An individual is at imminent risk of self-harm;
- An individual is at imminent risk of harming another; and/or
- There are reasonable grounds to believe that others in the College or wider community may be at risk of harm; and/or
- Reporting is required by law (eg. in the case of a minor).

The above list is the exception to the foundational rule of confidentiality and is necessary to ensure the College can act in the interests of the safety of the community and to meet related legal obligations. Where confidentiality is not able to be maintained efforts will be made to limit the amount of information that is shared, the number of individuals with whom it is shared and, where possible, the anonymity of those affected will be protected.

## **8. Procedural Fairness**

Except as otherwise stated in this procedure, the College provides those whose rights, privileges or interests may be affected by a decision with notice of the decision to be made, disclosure of facts relevant to the decision and an



opportunity to be heard. The College may decide how it meets these obligations in different circumstances, and will do so with a view to providing a fair process, making a sound decision and preserving the dignity of survivors.

## **9. Academic and Other Accommodations**

Students affected by sexual violence may seek academic and other accommodations under this policy with or without making a formal report. Accommodations may include, but are not limited to, extended time on assignments, changing classroom or work proximity of the survivor and alleged offender, or implementing scheduling of service access times for the survivor to ensure the alleged offender is not present.

Students seeking accommodation may contact the Sexual Violence Education and Support Coordinator who will liaise with appropriate campus partners to identify and support the most appropriate accommodations for the survivor.

Employees who require accommodation as a result of sexual violence can make an appointment with the Associate Vice-President, Human Resources. The AVP will liaise and coordinate appropriate accommodations.

## **10. Right to Withdraw a Complaint**

Once a report has been filed, a complainant has the right to withdraw a complaint at any stage of the process.

However, the College may continue to act on the issue identified in the complaint in order to comply with its obligation under this policy and/or its legal obligations as stated above in confidentiality.

## **11. Protection from Reprisals, Retaliation or Threats**

It is contrary to this policy for anyone to retaliate, engage in reprisals or threaten to retaliate against a complainant or other individual for:

- Having pursued rights under this policy or any other legislative process;
- Having participated or co-operated in an investigation under this policy or any other legislative process; or
- Having been associated with someone who has pursued rights under this policy or any other legislative process.

The College takes reasonable steps to protect persons from reprisals, retaliation and threats. This may entail, for example, advising individuals in writing of their duty to refrain from committing a reprisal and sanctioning individuals for a breach of this duty. The College may also address the potential for reprisals by providing an accommodation appropriate in the

circumstances.

## **12. Accountability to Honesty**

It is expected that college community members will treat each other with respect, and transact in a way that does not adversely affect the rights of others. Disclosure or complaints that are intentionally made to annoy, embarrass or harm the respondent are considered violations of the Student Code of Conduct and may result in sanctions being pursued through the Student Code of Conduct policy.

## **13. Inconclusive Evidence**

If a person, in good faith, discloses or files a sexual violence complaint that is not supported by evidence gathered during an investigation, that complaint will be dismissed and no record of it will be placed in the complainant's or respondent's student record or HR file.

# **PROCEDURE**

## **14. Disclosures**

A disclosure of sexual violence is not an official report. A disclosure is the sharing of information by a Survivor with a member of the Campus Community concerning an incident of sexual violence. (For example, a student may choose to disclose an incident of sexual violence which they have been affected by with a fellow student, a faculty member or another member of the campus community). A disclosure may or may not be for the purpose of accessing supports, services and/or accommodations. A disclosure may relate to a respondent who is or is not a fellow community member.

Upon receiving a disclosure of sexual violence, all College members have a responsibility to ensure that an individual affected by sexual violence is informed of this Policy and is referred to the Office of Student Diversity, Inclusion and Transitions where supports, services and accommodations may be accessed.

A supportive response to a disclosure of sexual violence may include, but is not limited to:

- Listening without judgment and accepting the disclosure as true;
- Communicating that sexual violence is never the responsibility of the survivor;
- Helping the individual identify and/or access available on- or off- campus services, including emergency medical care and counselling;

- Respecting the individual's right to choose the services they feel are most appropriate and to decide whether or not to further report the incident either internally or externally;
- Recognizing that disclosing can be traumatic and an individual's ability to recall the events may be limited and/or lack clarity and consistency;
- Respecting the individual's choices as to what and how much they disclose about their experience; and
- Making every effort to respect confidentiality and anonymity.

Those receiving disclosures may contact [svsupport@durhamcollege.ca](mailto:svsupport@durhamcollege.ca) or call 905.721.2000 ext.3100 to receive further information in order to support the individual who has made the disclosure.

## **15. Reporting**

### **15.1 Reporting Options for Survivors**

A complaint of sexual violence may be filed under this policy by any member of the college community. Complainants may choose to report such incidents either informally, formally or through the police.

**Informal Reports:** Informal reports can be made through the Office of Student Diversity, Inclusion and Transitions. These reports are kept in a confidential file for informational purposes only and reports will not result in an investigation.

**Formal Reports:** Formal reports can be made through the Office of Campus Safety. These reports will result in an internal investigation.

**Police Reports:** Police reports can be filed through the police in order to pursue criminal charges under the Criminal Code of Canada. This is the only option for pursuing an adjudication process for sexual violence perpetrated by someone who is not part of the Durham College Community. Survivors may still seek support through the Office of Student Diversity, Inclusion and Transitions.

### **15.2 Reporting Disclosures of Sexual Violence made to a Community Member**

Incident Report Forms, located on ICE, must be completed for disclosures of sexual violence and are to be reported to [svsupport@durhamcollege.ca](mailto:svsupport@durhamcollege.ca). When an incident of sexual violence is disclosed to an individual, that individual must allow autonomy for the survivor to determine how much and what information is reported. A survivor may consent to their name, their narrative, the location, and any other details relevant to the incident, as well as, any or none of the above information being included. Should the survivor request that no information be

shared, the individual to whom they have disclosed is required to send an email to [svsupport@durhamcollege.ca](mailto:svsupport@durhamcollege.ca) simply stating that a disclosure has been made to them. No additional information is required.

### **14.3 Reporting as a Witness to Sexual Violence**

If you witness sexual violence or suspect that sexual violence has occurred, please call the Sexual Violence hotline at 905.721.2000 ext. 3100, email [svsupport@durhamcollege.ca](mailto:svsupport@durhamcollege.ca), or speak with a staff member in person at the Office of Student Diversity, Inclusion and Transitions located in CFCE131. You may also speak with Campus Security at ext. 2400.

Employees and contractors have a duty to immediately report all incidents and suspected incidents of sexual violence. Students are strongly encouraged to report incidents of sexual violence, but do not need to report incidents of sexual violence to obtain supports, services or accommodation from the College.

## **16. Investigation of a Complaint**

Investigation of a complaint will occur after a complainant chooses to file a formal report through the Office of Campus Safety. A person who has experienced sexual violence may choose not to request an investigation and has the right not to participate in any investigation that may occur. In certain circumstances, however, the College may be required to initiate an internal investigation and/or inform the police of the need for a criminal investigation, even without the person's consent, if the College believes that the safety of other members of the College community is at risk. The confidentiality and anonymity of the person(s) affected will be prioritized in these circumstances.

The College will inform the complainant and respondent of the results of its investigation in writing. The written decision summary will include a brief description of any corrective action that the College has taken or will take as a result of its investigation.

At the complainant's request, a report of sexual violence shall be referred to the police, or to other community resources, where the persons involved are not members of the College community or otherwise where appropriate.

The College may also decide to use an external investigator when appropriate in the circumstances.

Where criminal and/or civil proceedings are commenced in respect of the allegations of sexual violence, the College may conduct its own independent investigation into such allegations, and will make its own determination in accordance with its policies and procedures. Where there is an ongoing criminal investigation, the College will cooperate with the local police and may

adjourn the internal investigation sine die pending the outcome of the criminal proceedings.

The College adheres to the following in investigating and making decisions about formal complaints. If an entitlement set out below conflicts with something set out in another College policy, the entitlement set out below shall prevail.

a) Where the Respondent is a Student

Sexual violence is a violation of this policy and, where the incident occurred in residence, is also a violation of the Residence Community Standards. It is considered a serious offence and will be addressed in a manner that is consistent with other serious offences. Please see the Student Conduct policy ADMIN-248 and where applicable, The Residence Community Standards for more details on the disciplinary process and penalties.

As set out in the Student Conduct policy, appeals of student violations may be pursued based on limited grounds and are heard by a sole adjudicator appointed by the Vice-President, Student Affairs.

b) Where the Respondent is an Employee

Sexual violence is a violation of Employee Code of Conduct policy, EMPL-317, Workplace Violence Prevention policy, EMPL-313.

Allegations against employees will be addressed in accordance with the procedures set out in EMPL-317, and in any applicable collective agreement, and/or other College policies. If the complaint is sustained following an investigation, the College will decide on the appropriate disciplinary actions consistent with any applicable collective agreement and/or policies regarding discipline.

There is no formal appeal process for employee violations, though College employees who are members of a union may file a grievance as permitted by the applicable collective agreement.

c) Where the Respondent is not a Student or Employee

Contractors, suppliers, volunteers or visitors who attend on campus will be subject to complaints if they engage in prohibited conduct.

Where a complaint against the respondent is substantiated, the College will take action as appropriate to the nature of the relationship that the individual has with the College.

All contractual relationships entered into by the College will be governed by a standard contract compliance clause that states:

*Suppliers and suppliers' subcontractors must comply with the College's Discrimination & Harassment policy and Sexual Violence policy and the Ontario Human Rights Code. If a Supplier or Supplier's subcontractors are found in violation of these Policies or the Ontario Human Rights Code it will result in cancellation of the purchase order or debarment of the contract.*

There is no formal appeal process for supplier, volunteer, or visitor violations.

## **17. Interim Measures**

Interim measures are imposed in an effort to protect the safety and well-being of the campus community, including the respondent, and can include a ban from campus property in full or in part, removal from on-campus activities or housing, suspension, and any other necessary exclusions or restrictions prior to the completion of an investigation.

Interim measures are not punishment and do not represent a finding of misconduct. The College may impose interim measures immediately, without a hearing. Respondents may ask the College to review a decision to impose interim measures, but only to address the impact of the imposed measure and the preference for other alternatives.

## **18. Disposition**

When a formal complaint is filed, the Office of Campus Safety will assess the complaint to determine if the complaint meets the criteria for:

- a) An informal resolution by the Office of Campus Safety; or
- b) A formal resolution by a sole adjudicator appointed by the Vice-president Student Affairs.

## **19. Informal Resolution Process**

When a complaint is received by the Office of Campus Safety, the complaint will be assessed to determine if it has merit and/or if the complaint is of a minor nature and can be disposed of administratively by mutual consent of the parties involved and on a basis acceptable to the Director, Office of Campus Safety.

A complaint that is deemed to be of a minor nature where the offence does not jeopardize the health, safety or security of members of the College community may be dealt with through informal resolution by the Office of Campus Safety and Security.

The respondent shall be provided with an Investigative Summary by the Office of Campus Safety within ten (10) business days of the complaint being made and/or their notification of the complaint.

The Director, Office of Campus Safety will meet with the respondent and Manager, Student Conduct and Campus Investigations to review the findings to determine an agreed-upon resolution, normally within ten (10) business days of receiving the complaint and/or Investigative Report from the Manager, Student Conduct and Campus Investigations.

The respondent is entitled to be accompanied by an advisor at the respondent's expense. The Director, Office of Campus Safety must be notified a minimum of one (1) business day in advance of the hearing if the student intends to attend with an advisor and to provide the name of the advisor. The Director, Office of Campus Safety may determine any of the following resolutions or any combination thereof:

- a) Restorative Justice;
- b) No sanction;
- c) A verbal or written warning;
- d) A written apology;
- e) A written Notice of Infractions with restrictions
- f) Restitution;
- g) A conduct contract; and/or
- h) Probation.

The Office of Campus Safety will prepare a written record of the resolution to be sent to the student. A copy of the resolution will be kept on file in the Office of Campus Safety.

At any time, the student, the Director, Office of Campus Safety or the Manager, Student Conduct and Campus Investigations may refer for formal resolution.

Informal resolution proposed by the Office of Campus Safety and entered into freely by the respondent student shall be final with no option to appeal.

## **20. Formal Resolution Process**

Where the complaint is determined to have merit and cannot be resolved under the criteria of the Informal Resolution Process, the complaint shall be referred to a sole adjudicator appointed by the Vice-President, Student Affairs. The appointed adjudicator will have appropriate training and experience in trauma-informed approaches to investigations and decision making involving sexual violence, and must not have any known or perceived conflict of interest.

The respondent shall be provided with an Investigative Summary within fifteen (15) business days of the complaint being made and/or their notification of the complaint. Where there are extenuating circumstances, as determined by the Office of Campus Safety, an investigation may require additional time. The respondent will be notified in writing of any delay.

The respondent upon receipt of the Investigative Summary shall make themselves available to meet with a sole adjudicator appointed by the Vice-President, Student Affairs within (7) business days of receiving the Investigative Summary to address the complaint.

The respondent is entitled to be accompanied by an advisor at the student's expense. The sole adjudicator appointed by the Vice-President, Student Affairs must be notified a minimum of one (1) business day in advance of the hearing if the respondent intends to bring an advisor and must provide the name of the advisor.

The sole adjudicator appointed by the Vice-President, Student Affairs will review the investigative report and hear from the respondent. Where necessary, they may also request to meet with the complainant and other interested parties in the absence of the respondent.

Upon completion of the review, the sole adjudicator appointed by the Vice-President, Student Affairs may impose any of the following sanctions or combinations of sanctions:

- a) Loss of privileges;
- b) Restitution;
- c) Community service;
- d) Suspension from one or more College facilities/services;
- e) Permanent restrictions from one or more College facilities/services;
- f) Suspension from class(s);
- g) Suspension from the College;
- h) Timetable adjustments;
- i) Expulsion from the College; and/or
- j) Other sanctions, which are consistent with College policy.



A copy of the decision will be kept on file in the Office of Student Affairs. A copy may be sent in confidence to other administrative units on a need to know basis where those units are involved in assisting the respondent to execute the sanctions or where the respondent consents to release the information to assist in a counselling or health related matter.

## **21. Appeals**

### **21.1 Making an Appeal**

A student may appeal a decision of the sole adjudicator appointed by the Vice-President, Student Affairs within (7) business days of the written decision being provided. To commence an appeal, the student must complete an appeal application through the office of Risk Management and Insurance and provide a letter of explanation outlining the grounds for the appeal. Grounds for an appeal must include one or more of the following criteria:

- New evidence relevant to the decision is available, that through no fault of the student, was not presented at the time of investigation;
- Evidence of irregularity in the investigation of the incident or its disposition, which has denied the student a fair outcome; and/or
- The sanction is unduly harsh or arbitrary or not consistent with precedent.

An appeal package will be provided to the student with the original decision communication.

Completed Appeal Application Packages must include:

- A completed Student Conduct Non-Academic Appeal Form;
- A letter of explanation clearly stating the reason(s) for the appeal and the outcome the student is seeking; and
- All other relevant documentation.

### **21.2 Appeal Process**

Once the appeal application package is complete the Manager of Risk Management and Insurance will review the appeal application package, determine if the grounds for an appeal have been presented, and if appropriate forward it, as soon as possible, to the office of the Vice-President, Student Affairs.

The Vice-President of Student Affairs will review the information presented in the formal hearing, the decision, and all new information. Upon review of all information the Vice-President of Student Affairs will make and communicate, in writing, the decision to the student along with reasons within (5) business days. Decisions made through the appeal process are final and binding on all parties, with no further appeal allowed.

The written decision shall be provided to the sole adjudicator appointed by the Vice-President, Student Affairs, Director of Campus Safety, and/or the school Dean/Director, and/or the Office of Strategic Enrollment Services (Registrar), as required.

## **22. Roles and Responsibilities**

The Office of Student Affairs is responsible for ensuring that this policy and procedure is kept up-to-date with legislation, provincial standards and law related to sexual violence.

It is the responsibility of the Vice-Presidents, Student Affairs and the Chief Administrative Officer to ensure this policy and procedure is fully implemented.

### **22.1 Specific Responsibilities of Campus Employees**

While everyone on campus has a role to play in responding to incidents of sexual violence, some campus members will have specific responsibilities that may include:

- a) The Campus Health Centre provides psychological and emotional support, assists with safety planning and makes referrals for medical services;
- b) The Access and Support Centre (ASC) provides psychological and emotional support to students registered with ASC.
- c) Faculty, staff and administrators to facilitate academic accommodations and other needs of those who have been affected by or who have experienced sexual violence; ex. Extensions on assignments, continuing studies from home, and dropping courses;
- d) Residence staff to facilitate safe living arrangements to the best of our abilities where applicable;
- e) Human Resources to assist with any incidents relating to employees;
- f) Office of Campus Safety to assist with safety planning, investigations and gathering evidence, notifying students of any interim measures,

implementing measures to reduce sexual violence on campus, and collaborating with local police where appropriate;

- g) The Sexual Violence Education and Support Coordinator will receive complaints and reports of sexual violence and will provide advocacy and information, coordinate academic and other accommodations, and provide referral services to survivors, witnesses and campus members;
- h) The Director, Student Diversity, Inclusion and Transitions will serve as a Human Rights Advisor for all students on campus; and
- i) A sole adjudicator appointed by the Vice-President, Student Affairs will serve as the single trauma informed adjudicator in all formal cases of sexual violence.

**23. Support**

On-Campus resources available to those who have been affected by or experienced sexual violence:

RESOURCE	DESCRIPTION	CONTACT INFORMATION
<a href="#">Campus Health Centre</a>	The Campus Health Centre provides medical support, counselling and mental health services available to Durham College students.	Campus Recreation and Wellness Centre, Room G1030 T:905.721.3037 F: 905.721.3133 Monday to Friday: 8:30 a.m. to 4:30 p.m.
<a href="#">Human Rights Advising for Students</a>	Respondents seeking support may access the Human Rights Advisor for information and referral	Director, Student Diversity, Inclusion and Transitions CFCE, Room 131 T: 905.721.2000 ext. 2856

	services.	E: <a href="mailto:Diversity@durhamcollege.ca">Diversity@durhamcollege.ca</a>  Monday to Friday: 8:30 a.m. to 4:30 p.m.
<a href="#">Sexual Violence Education and Support Coordinator</a>	The Sexual Violence Education and Support Coordinator provides support, information and referral services, academic and other accommodations for survivors, and informal report taking.	T.B.A. (Oshawa Campus); Room 180 (Whitby Campus, by appointment only)  T: 905.721.2000 ext. 3100  E: <a href="mailto:svsupport@durhamcollege.ca">svsupport@durhamcollege.ca</a>  Monday to Thursday: 8:30 a.m. to 3:30 p.m.
<a href="#">Office of Campus Safety</a>	Campus members can seek support from the Office of Campus Safety for information and referral services, safety planning, and to file formal reports.	South Wing, Simcoe Village Residence  1910 Simcoe St. N., 1 <sup>st</sup> Floor, Room 1099  T: 905.721.2000 ext. 2400  E: <a href="mailto:Security@dc-uoit.ca">Security@dc-uoit.ca</a>  Monday to Friday: 8:30 a.m. to 4:30 p.m.
<a href="#">Access and Support Centre (ASC)</a>	Students with exceptionalities may access counselling services through the Access and Support Centre.	<b>Oshawa campus:</b>  Gordon Willey building, Room SW116  T: 905.721.3123  E: <a href="mailto:asc@durhamcollege.ca">asc@durhamcollege.ca</a>  <b>Whitby campus:</b>

		<p>Room 180</p> <p>T: 905.721.2000 ext. 4141</p> <p>E: <a href="mailto:asc@durhamcollege.ca">asc@durhamcollege.ca</a></p>
<p><a href="#">Durham College Students Inc. – Outreach Services</a></p>	<p>Outreach Services provides student support, information and referral services, and the Campus Food Centre. Services are available to all Durham College students.</p>	<p>Student Centre, 2<sup>nd</sup> Floor</p> <p>T: 905 721-2000 ext. 7615</p> <p>Monday to Friday: 9 a.m. to 5 p.m.</p>
<p><a href="#">Durham College Students' Inc. Legal Aid Clinic</a></p>	<p>The DCSI Legal Aid Clinic provides free legal advice for students, by appointment only.</p>	<p>Student Centre, 2<sup>nd</sup> Floor</p> <p>Appointments can be booked online via:</p> <p><a href="http://dcstudentsinc.ca/legal-aid-clinic/">http://dcstudentsinc.ca/legal-aid-clinic/</a>.</p>
<p><a href="#">First Peoples Indigenous Centre</a></p>	<p>The First Peoples Indigenous Centre offers a culturally supportive environment where all First Nations, Inuit, Metis, status and non-status students can get support and assistance through traditional teachings.</p>	<p>CFCE 141 (Oshawa Campus); Rm 180 (Whitby Campus, by appointment only)</p> <p>T: 905.721.2000 ext. 2573 or 2529</p> <p>E: <a href="mailto:svsupport@durhamcollege.ca">svsupport@durhamcollege.ca</a></p> <p>Monday to Friday: 8:30 a.m. to 4:30 p.m.</p>

**Online and Community Resources Available to all Campus Community Members**

<a href="#">Aspiria</a>	Durham College offers a Student Assistance Program (SAP) to help offer confidential off-site telephone counselling assistance (24/7) for any personal or school related issues.	T: 1.877.234.5327 Daily: 24 hours
<a href="#">Good2Talk</a>	Good2Talk is a free, confidential and anonymous helpline providing professional counselling and information and referrals for mental health, addictions and well-being to post-secondary students in Ontario.	T: 1.866.925.5454 or connect through 2-1-1 Daily: 24 hours
<a href="#">Durham Region Domestic Violence/Sexual Assault Care Centre – Lakeridge Health</a>	The Sexual Assault Care Centre offers 24 hour service provided through the Emergency Department; emergency medical and nursing care; forensic evidence collection and documentation; testing and treatment of sexually transmitted infections,	1 Hospital Court, Oshawa, Ontario T: 905.905.576-8711 ext. 3286 F: 905-743-6908 Monday to Friday: 9 a.m. to 5 p.m. <b>Emergency Contact information:</b> T: 905.576.8711 ext. 3286 Daily: 24 hours

	pregnancy and HIV; crisis counselling and follow-up; safety planning; and referral services.	
<a href="#">Durham Rape Crisis Centre</a>	The Durham Rape Crisis Centre provides support services to recent as well as historical or childhood survivors of sexual assault, sexual harassment, and childhood sexual abuse.	P.O. Box 54039 8 King Street East, Oshawa, Ontario T: 905.444.9672 F: 905.444.9277 E: info@drcc.ca <b>24 hour Crisis and Support Line: 905.668.9200</b>
<a href="#">Distress Centre Durham</a>	Provides a 24-hour helpline service, suicide/homicide survivor support groups, adolescent suicide awareness, community support groups, and Prideline Durham which supports members of the LGBTQ2+ community.	306 Brock St. N. Whitby, ON T: 905.430.3511 Hours of operation: Monday to Friday: 9:30 a.m. to 5 p.m. <b>Distress Centre Helpline:</b> 905.430.2522 or 1.800.452.0688 Daily: 24 hours <b>Prideline Durham:</b> 1.855.87.PRIDE (77433) Daily: 6 to 10 p.m.
<a href="#">Durham Regional Police</a>	Community members in immediate danger should	<b>Emergency:</b> T: 911

<a href="#">Services</a>	<p>call 911 for police assistance. Those who are not immediately in danger may contact the non-emergency line to report incidents of sexual violence, seek support, and file a formal police report.</p>	<p><b>Non-emergency:</b> T: 1.888.579.1520</p>
<a href="#">DRPS Victim Services</a>	<p>Victim Services provides victims of any crime or tragedy with free and confidential supportive services aimed at early intervention. We provide police-referred, immediate (on-site or over the phone) and/or follow-up crisis intervention.</p>	<p>605 Rossland Road East, Whitby, Ontario T: 905.579.1520 ext. 3400 or 1.888.579.1520 ext. 3400 F: 905.579.5343 E: <a href="mailto:victimservices@drps.ca">victimservices@drps.ca</a> Hours of operation: Daily: 24 hours with police referral</p>
<a href="#">Trillium Regional Sexual Assault &amp; Domestic Violence Services</a>	<p>Serving clients who have been sexually assaulted or have been victims of domestic violence within Peel Region. Services include media support, follow-up medical services, counselling services, and</p>	<p>Mississauga Hospital Emergency Department, 100 Queensway Way, Mississauga <b>Assaulted Women's Helpline</b> T: 1.866.863.0511 Daily: 24 hours <b>Peel Region's Hope Place</b></p>



	community referrals.	T: 1.800.810.0180 Daily: 24 hours
<a href="#"><u>Support Services Network for Male Survivors in Ontario</u></a>	Survivors also have access to a 24-hour, multilingual, toll-free phone line for immediate crisis and referral services.	T: 1-866-887-0015 Daily: 24 hours

### **Employee Support**

In addition to the supports listed above, employees may seek support through Durham College's EAP provide Shepell by creating an account at [www.workhealthlife.com](http://www.workhealthlife.com).



**DURHAM COLLEGE STUDENTS INCORPORATED**  
**BOARD REPORT**

<b>REPORT NUMBER</b>	R2019-04-1
<b>DATE</b>	June 17, 2019
<b>FROM</b>	Charles Wilson, Secretary of the Board
<b>SUBJECT</b>	SAGM/AGM dates
<b>ACTION</b>	For approval

**MOTION**

***RESOLUTION 2019-03-05***

That the Board of Directors sets the date of the Annual General Meeting as October 30, 2019 and directs the Secretary of the Board in conjunction with the Standing Committee to determine the meeting agenda and the dates of the advance polls.

***RESOLUTION 2019-03-06***

That the Board of Directors sets the date of the Membership Meetings for the School of Media, Art, and Design; the School of Interdisciplinary Studies; and the School Skilled Trades, Apprenticeship, and Renewable Technology as October 3, and directs the Secretary of the Board in conjunction with the Standing Committee to determine the meeting agenda and the dates of the advance polls.

**BACKGROUND**

This is a resolution approving the dates of two membership meetings. The first is the Annual General Meeting of the Corporation to be held on October 30, 2019. The second is a meeting of the corporation to appoint board members for the School of Media, Art, and Design; the School of Interdisciplinary Studies; and the School Skilled Trades, Apprenticeship, and Renewable Technology.

Notice for both these meetings need to be sent out 21 days before the meeting. This notice is sent out in the prescribed form by the Secretary of the Board.

In regard to the membership meeting, an alternative to appointment by the Membership in this fashion could be a full by-election. There is little advantage to this, since the project timeframes are identical, however a Chief Returning Officer would have to be appointed in accordance with the elections policy, for an election of this length this would cost between \$2000-\$5000.

The timeline for the appointment meetings is as follows:

Notice	September 11, 2019
Nominations Period	September 23-25, 2019
Informal campaign period	September 26-October 2, 2019
Online advance polls	October 1-2, 2019
Meeting to announce results	October 2, 2019 at 3:00 p.m.

The timeline for the Membership meeting is as follows:

Notice	October 9, 2019
Advance polls	October 28-30, 2019
Annual General Meeting	October 30, 2019

***FINANCIAL CONSIDERATIONS***

No financial considerations, unless the Board decides to call a full by-election.

***HUMAN RESOURCE CONSIDERATIONS***

None.

***EFFECTS ON BUSINESS PLANS, AND OPERATING AGREEMENT***

The Operations Agreement requires DCSI to attempt to fill vacant positions.

Submitted: Charles Wilson  
Secretary of the Board and Operations Manager

Approved: Faris Lehn  
General Manager

**The Report of the First Meeting of the Standing Committee held on June 6, 2019**

Present: Jane Dimitriou-Currie (Chair)  
Matthew Givans  
Eduardo Akeson  
Natalie Bartley  
Faris Lehn  
Charles Wilson

The Committee met at 5:30 p.m.

**Recommendation SC2019-01-01**

***Moved by: Jane Dimitriou-Currie***

***That the Agenda for the first meeting of the Standing Committee be adopted.***

***-Recommended***

**Review of the Standing Committee Roles and procedures**

The Secretary of the Board reviewed the roles and procedures of the Standing Committee.

**Declarations of Conflict of Interest**

None were declared.

**Informal Consideration of matters**

Two matters were informally considered at the meeting: (a) plans for orientation week; and (b) DCSI Space in the Student Centre.

**Rise and Report**

***Moved by: Jane Dimitriou-Currie***

***That the Committee rises and reports.***

***-Recommended***