
Policy Title:	Anti Discrimination and Harassment	Policy Version:	v 3
Policy No:	5656	Approval Date:	July 17, 2017
Original Submission Date:	2004, revised 2012	Effective Date:	July 17, 2017
Approval Body:	Academic Council	Revision Date:	July 2020

Policy Statement

Freedom from Discrimination

Acsenda School of Management (ASM) creates and maintains an environment where teaching, learning, research, scholarly exploration and academic discovery can occur free from the impact of discrimination. Using the Human Rights Code of British Columbia as a guide, ASM provides a learning and working environment that allows its students, faculty and staff to operate freely and openly without fear of discrimination.

Acsenda School of Management is pledged to educate its students, faculty and staff about discrimination, and to provide the ways and means for discovery of infractions and the methods for resolving issues of non-compliance with ASM's stated intentions in this regard.

Freedom from Harassment

ASM is committed to the goal of maintaining a learning environment that is completely free from all forms of harassment, including sexual harassment, however it occurs. Each and every student is entitled to a learning environment that is free of any bias or conduct on the part of another individual or group of individuals that is considered to be discriminatory, sexually offensive, intimidating or hostile. ASM will not tolerate any conduct, on the part of anyone regardless of position, which constitutes harassment or bullying in any way or form.

Purpose

The purpose is to outline the policy on discrimination and harassment as defined by the BC Human Rights Code and to identify the procedures, remedies, and disciplinary actions to be taken when instances of discrimination or harassment occur.

Scope

It is essential for all students at Acsenda School of Management to clearly understand and abide by the policy on non-discrimination and harassment. According to the BC Human Rights Code, when an individual, or a group of individuals, have been singled out and treated adversely or differently than others due to group characteristics such as race, colour, religious belief, sexual orientation or gender identity or expression, then discrimination has likely occurred.

Harassment is a form of discrimination and may include comments, conduct or behaviour that humiliates, intimidates, excludes and isolates an individual or group based on the BC Human Rights Code's grounds of prohibited discrimination. Bullying is a form of harassment. Harassment, bullying and discrimination are forms of non-academic misconduct as outlined in the ASM Student Code of Conduct policy.

Instructors are entrusted to manage classroom environments so that they are free of discrimination and harassment.

Students who observe or who believe that they or other students are experiencing discrimination or harassment are urged to contact an instructor, Student Services, or the Dean. If a faculty or staff member becomes aware that an act of discrimination or harassment is occurring or has occurred, they are to inform the Dean or the Registrar immediately who is required to take appropriate action.

If, upon investigation, an accusation of discrimination or harassment is found to have merit, disciplinary action will be taken, up to and including expulsion from ASM. The Disciplinary Actions for non- academic misconduct outlined in the Student Code of Conduct policy will apply.

If a staff or faculty member is involved in a case of discrimination or harassment the Anti-Bullying, Discrimination and Harassment Policy for ASM employees will apply.

If a complaint or incident of sexual misconduct occurs, the policy on Sexual Misconduct will apply.

Definition

These definitions apply to terms as they are used in this policy.

Word/Term	Definition
Discrimination	Discrimination is intentional or unintentional treatment, which can be individual or systemic, that imposes burdens, obligations, or disadvantages on or limits access to opportunities, benefits and advantages to specific individuals or groups as defined by the <i>B.C. Human Rights Code</i> and for which there is no <i>bona fide</i> and reasonable justification.
Harassment	Harassment is defined as any inappropriate conduct, comment, display, action, or gesture by a person that adversely affects a person’s psychological or physical well-being or that a reasonable person knows or ought to know would cause a person to be humiliated or intimidated. Personal harassment is not limited to but also includes the act of intentionally causing harm to others, through verbal harassment, intimidation or other more subtle methods of coercion such as manipulation, including ignoring and isolating the person. http://www.bchrc.net/bullying
Bullying	Bullying constitutes unsolicited, offensive treatment through vindictive, cruel, malicious or humiliating attempts to undermine an individual or group. It includes behavior that intimidates, offends, degrades or humiliates an individual or group.

Related legislation

BC Human Rights Code
 Canadian Charter of Rights and Freedoms
 Sexual Violence and Misconduct Policy Act Bill 23 2016

Related policies

Policy Number	Policy Title
5655	Student Code of Conduct
N/A	ASM Anti-Bullying, Discrimination and Harassment (policy for employees)

Responsibility

Students and instructors are responsible for reading the policy

Students, instructors and staff are responsible for reporting incidents or complaints of discrimination or harassment.

Student Services is responsible for providing counselling advice and education to students regarding harassment and discrimination.

The Dean is responsible for responding to reports or complaints of discrimination or harassment and following the procedures for remedy and/or disciplinary action.

The Vice President (VP), Enrolment and Student Services, in consultation with the President and the Dean, is responsible for the provision of education and awareness programs to students about the policy, including special training for key staff, bringing in external experts, introducing the policy during new student orientation, and general awareness through social media.

The President ensures that the policy is up to date and that students, faculty and staff are fully informed and abide by the policy.

Academic Standards Committee is responsible for reviewing and recommending the policy and revisions to the policy to Academic Council.

Academic Council is responsible for approving the policy.

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The Procedures for non-academic misconduct outlined in the Student Code of Conduct Policy will apply.