

MINUTES OF THE 523rd MEETING OF THE BOARD OF GOVERNORS OF DAWSON COLLEGE HELD ON THURSDAY JUNE 9 2022 AT 6:00 P.M. IN THE BOARDROOM 3040 SHERBROOKE STREET WEST, WESTMOUNT QUEBEC AND BY VIDEOCONFERENCE

PRESENT: Stéphane Beaudet Angie Gugliotti Kelly Ann Morel
Michelle Carangi Nathalie Lachance Emilie Richer
Rob Cassidy Steve Hatajlo Jamie Singerman
Francesca Cuffaro Cynthia Martin Sean Smith
Diane Gauvin Alex McComber Anna Villalta
Michael Goldwax, Chair

REGRETS: Alexandrah Cardona
Daniela Diaz-Jimenez

College Officers: Monique Magnan Pascahl Scott
François Paradis Wai Bong Shum
Glenys Ronnie

Chair of Senate: Marianne Pelton

Also Present: Leanne Bennett Max Jones Alan Stewart
Kinga Breining Ani Kotchounian Jonathon Sumner
Isabelle Carrier Catherine LeBel Donna Varrica
Andréa Cole Katherine McWhaw Karin Weissenberg
Claire Elliott Louise Shiller Wilson Wong
Carmela Gumelli

Recording Secretary to the Board: Janet Pakulis

Agenda

- 523.1 ADOPTION OF THE AGENDA OF THE 523rd MEETING**
- 523.2 ADOPTION OF THE MINUTES OF THE 522nd MEETING**
- 523.3 CORRESPONDENCE & PRESENTATIONS**
- 523.4 REPORTS**
 - .1 Report of the Executive Committee**
 - .2 Report of the Chair of the Board**
 - .3 Report of the Director General**
 - .4 Report of the Academic Dean**
 - .5 Report of the Chair of Senate**
 - .1 Resolutions Bill-96**
- 523.5 BUSINESS ARISING FROM THE MINUTES**
- 523.6 NEW BUSINESS**
 - .1 Revision to Institutional Student Evaluation Policy (ISEP)**
 - .2 Quality Assurance Audit Report**
 - .3 Revision of the Policy on Sexual Violence**
 - .4 Operating Budget 2022-23 (Article 12)**
 - .5 Appointment of College External Auditor 2021-22**
 - .6 Board Elections**
 - .7 Calendar of Meetings Board of Governors & Executive Committee**
 - .8 Delegation of Signing Authority – Procurement Summer 2022**
 - .9 Spending Estimates for Utilities Expenses 2021-22**
 - .10 Fall 2021 Graduate (additional name) Diploma of College Studies**
 - .11 Contract for Core Network Upgrade**

- .12 Group Purchase – Maintenance of Elevators
- .13 Objectives of the Academic Dean 2022-23 (Article 12)
- .14 Objectives of the Director General 2022-23 (Article 12)
- .15 Evaluation of the Academic Dean (in camera)
- .16 Evaluation of the Director General (in camera)
- .17 Extension to Adobe Contract

523.7 VARIA

523.8 DATE OF NEXT MEETING

523.9 ADJOURNMENT

The Chair, Michael Goldwax welcomed all to the meeting.

523.1 ADOPTION OF THE AGENDA OF THE 523rd MEETING

It was proposed to move agenda items 523.6.1 and 523.6.2 to follow the adoption of the minutes and to add one item, 523.6.17 Extension to Adobe Contract to be presented prior to item 523.6.13.

It was moved by Steve Hatajlo, seconded by Angie Gugliotti, **THAT THE AMENDED AGENDA OF THE 523rd MEETING BE ADOPTED.**

The motion was adopted unanimously.

523.2 ADOPTION OF THE MINUTES OF THE 522nd MEETING

It was moved by Steve Hatajlo, seconded by Francesca Cuffaro, **THAT THE MINUTES OF THE 522nd MEETING BE ADOPTED WITH CORRECTIONS.**

The motion was adopted by those eligible to vote.

523.3 CORRESPONDENCE & PRESENTATION

523.4 REPORTS

.1 Report of the Executive Committee

Diane Gauvin, Chair of the Executive Committee reported on the following from the May 18, 2022 Executive meeting:

1. The 2022-23 Objectives of the Director General were recommended to the Board for approval.
2. A payment to the MUHC for clinical instruction for the year 2021-22, up to an estimated amount of \$100,000, was delegated to the Director General.
3. The position of Administration Officer (HRSV-210) was reclassified as Pedagogical Counsellor (HRSV-213) effective May 30, 2022. Azra Kahn was appointed to this position effective May 30, 2022.
4. The position of Academic Advisor (STSV-247) became vacant in April 2022 after the incumbent resigned from this position to occupy a Management

- position. After analysis, this position was abolished.
5. The full-time position of Psychologist (STSV-225) held by Kelly Ann Morel was abolished and replaced with a part time 0.90 ETC 4 days/week position of Psychologist (STSV-252). Kelly Ann Morel was appointed to this position effective May 30, 2022.
 6. A construction contract was awarded to Industrie-L for the installation of a new dust collection system and the implementation of a new 3D rapid prototyping room in 1G.01 in the amount of \$491,103.04 excluding taxes.
 7. A construction contract was awarded to Imperial Habitation Inc. for the restoration of the gazebo, closest to Wood avenue, in the amount of \$220,594.69 excluding taxes.
 8. A three-year contract was awarded to Bell-Horizon Inc with an estimated value of \$161,088 excluding for School Bus transportation services.
 9. A three-year contract was awarded to Bell-Horizon Inc with an estimated value of \$277,167.63 excluding taxes for Coach Bus Transportation.
 10. The Director General was delegated the authority to sign any single payment to Westmount Hydro over \$100,000 in 2022-23.
 11. The awarding of the contract for the purchase of Apple iMacs, for an estimated value of \$125,104 before tax was delegated to the Director General.
 12. The proposed calendar of Executive & Board meetings for 2022-23 was recommended to the Board of Governors for approval.

At a Special Meeting of the Executive Committee on June 9, 2022, the 2022-23 Objectives of the Academic Dean were recommended to the Board for approval.

.2 Report of the Chair of the Board

The Chair, Michael Goldwax welcomed all to the first in person meeting since March 2020. He thanked Diane Gauvin for her continued efforts in addressing Bill-96. During the Chair's report, Steve Hatajlo reported on the Dawson Foundation's very successful golf tournament which raised \$40,000.

.3 Report of the Director General

The Director General, Diane Gauvin touched on certain elements of Bill-96, namely: The Bill may limit AEC enrolment; Fall 2024, three courses in/of French; admission may favour Anglos; language of correspondence internally and externally, and that it may be difficult to recruit teachers.

Discussions are on-going with the Ministry to find a solution to our space deficit.

.4 Report of the Academic Dean

The Academic Dean, Rob Cassidy thanked all faculty for their much appreciated efforts through this very arduous year.

He also asked all to take note that Graduation ceremonies will be held on Wednesday June 22.

.5 Report of the Chair of Senate

The Chair of Senate, Marianne Pelton reported the following from their meetings of April 26, May 24, May 31 and June 8:

- Amendments to ISEP were prepared by the subcommittee and discussed and recommended at Senate;
- Senate received the Quality Assurance Audit and gave feedback on the report and Action Plan;
- Discussions on-going of student representation at Senate, in subcommittees and with Senate as a whole;
- Two motions with respect to Bill 96 being presented this evening:
The motions each have a different focus, but each ask the Board of Governors to adopt a resolution to orient the approach to negotiation with the government and to the implementation of the law:
 - The first motion was passed before the bill became a law. It is concerned specifically with the impact of Bill 96 on indigenous students, and was intended to support demands from indigenous communities. The motion is to have the BOG call on the government to amend the bill to exempt indigenous students. Even with the bill adopted, the principle of it is still important to Senate.
 - The second motion is concerned with the implementation of the bill more broadly, and asks the BOG to affirm its commitment to ensuring implementation “that is non-detrimental to student success, to equity and fairness, and to fundamental human rights”.

.1 Resolutions Bill-96

The Chair of Senate introduced the following:

Whereas, the Dawson College Senate strongly opposes the current version of Bill 96 that proposes the requirement of passing three courses taught in French (excluding language and physical education courses), in addition to the two general-education French second-language courses that are already required. Bill 96 in its current form, will be harmful to all students in English-language institutions, but will especially decrease the retention and success of Indigenous students.

Whereas Bill 96 threatens Indigenous language rights. Indigenous peoples across the territory of Quebec have suffered catastrophic cultural loss due to government policies like Bill 96. This Bill in its current form fundamentally violates Indigenous peoples’ right to preserve their language and culture thereby continuing the legacy of colonialism under the Quebec Provincial government. We recognize that the James Bay and Northern Quebec Agreement provides exemptions for Indigenous peoples living on those territories, namely the Inuit of Nunavik and Cree Nation of Eeyou Istchee, however no Indigenous Nation or community outside of these territories are guaranteed these same rights.

The Dawson College Senate recommends to the Board of Governors the following motions:

It was moved by Diane Gauvin, seconded by Michael Goldwax, **THAT**

- 1) **THE DAWSON COLLEGE BOARD OF GOVERNORS CALLS UPON THE GOVERNMENT TO AMEND THE BILL TO ELIMINATE THE REQUIREMENT FOR INDIGENOUS STUDENTS TO PASS THREE COURSES TAUGHT IN FRENCH.**

- 2) **THE DAWSON COLLEGE BOARD OF GOVERNORS COMMITS ITSELF TO DOING EVERYTHING IN ITS POWER SO THAT THE IMPLEMENTATION OF BILL 96 BE HANDLED IN A WAY THAT IS NON-DETRIMENTAL TO STUDENT SUCCESS, TO EQUITY AND FAIRNESS, AND TO FUNDAMENTAL HUMAN RIGHTS.**

The motions were adopted unanimously.

523.5 BUSINESS ARISING FROM THE MINUTES

523.6 NEW BUSINESS

.1 Revision to Institutional Student Evaluation Policy (ISEP)

Rob Cassidy stated that Senate, through its ISEP committee propose modifications to: Individual Evaluations; Academic Grievances; Grade Reviews; Professional Conduct Policy; Immunization requirements for Clinical courses or Health Care Internships; Criminal Record and Vulnerable Sector Clearances and Continuing Education.

It was moved by Cynthia Martin, seconded by Sean Smith, **THAT THE REVISIONS TO THE INSTITUTIONAL STUDENT EVALUATION POLICY (ISEP) BE ADOPTED BY THE BOARD OF GOVERNORS, AND BE EFFECTIVE FOR THE FALL 2022 SEMESTER.**

The motion was adopted with one abstention.

.2 Quality Assurance Audit Report

Katherine McWhaw, Coordinator of the Quality Assurance and Planning Office explained that the Commission d'évaluation de l'enseignement collégial (CEEC) moved from evaluating policies and programs to auditing the quality assurance system of colleges. Pursuant to this plan, information was collected through surveys and meetings and a report was drafted. Feedback was provided by the Quality Assurance Audit Task force and Senate. This report must be submitted to the CEEC in French, although the Board will be approving the English version. The CEEC will proceed with a site visit in November 2022 with the aim of validating the report.

It was moved by Anna Villalta, seconded by Alex McComber, **THAT THE BOARD OF GOVERNORS ADOPTS THE QUALITY ASSURANCE AUDIT REPORT AS PRESENTED.**

The motion was adopted unanimously.

.3 Revision of the Policy on Sexual Violence

Monique Magnan, Director of Student Services presented this item by stating that the Policy came into effect in September 2019 with an amendment on November 24, 2022. Mme Magnan reviewed the new proposed amendments.

It was moved by Sean Smith, seconded by Jamie Singerman, **THAT THE MODIFICATIONS TO THE POLICY ON SEXUAL VIOLENCE BE ADOPTED AS THEY APPEAR IN THE DOCUMENT 'PROPOSED AMENDMENTS TO THE POLICY ON SEXUAL VIOLENCE'**. (document can be found on pages 12-13 of the minutes).

Discussion ensued and the following amendment was proposed:

It was moved by Emilie Richer, seconded by Alex McComber **THAT THE FOURTH PROPOSED AMENDMENT, "PARTICIPANTS IN THE INVESTIGATION WILL BE REQUIRED TO SIGN A NON-DISCLOSURE AGREEMENT IN ORDER TO PROTECT THE INVESTIGATIVE PROCESS" BE REMOVED.**

The motion was adopted with nine in favour and 4 against.

The amended motion was adopted with fourteen in favour.

.4 Operating Budget 2022-23 (Article 12)

Glenys Ronnie, Director of Finance stated that the process in the development of the upcoming year's budget began in March 2022. She presented the budget documents as well as the Staffing Plans for 2022-23.

1) It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT THE OPERATING BUDGET WITH REVENUES OF \$108,674,000 AND EXPENSES OF \$110,524,000 FOR A 2022-23 BUDGETED DEFICIT OF \$1,850,000 AND ASSOCIATED STAFFING PLANS BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

2) It was moved by Anna Villalta, seconded by Angie Gugliotti, **THAT \$300,000 OF THE PROPOSED 2022-23 OPERATING DEFICIT BE FUNDED BY THE ACCUMULATED SURPLUS APPROPRIATED FOR INNOVATIVE PEDAGOGICAL DEVELOPMENT.**

The motion was adopted unanimously by those eligible to vote.

3) It was moved by Sean Smith, seconded by Stéphane Beaudet, **THAT \$144,400 OF THE PROPOSED 2022-23 OPERATING DEFICIT BE FUNDED BY THE ACCUMULATED SURPLUS APPROPRIATED FOR PHASE II OF THE ARTIFICIAL INTELLIGENCE PROJECT.**

The motion was adopted unanimously by those eligible to vote.

.5 Appointment of College External Auditor 2021-22

Glenys Ronnie stated that the Audit firm Raymond Chabot Grant Thornton was awarded the contract for Independent Financial Audit Services by the Board on February 23, 2021, for a period of five years ending 2024-25, subject to an annual evaluation by the Audit Committee.

It was moved by Jamie Singerman, seconded by Steve Hatajlo, **THAT RAYMOND CHABOT GRANT THORNTON BE APPOINTED AS THE DAWSON COLLEGE EXTERNAL AUDITORS FOR THE FINANCIAL YEAR 2021-22**

The motion was adopted unanimously.

.6 Board Elections

François Paradis, Director of Corporate Affairs, stated that every year it is the responsibility of the Board of Governors to conduct elections for the positions of Chair, Vice-Chair, the Executive Committee, the Audit Committee and the Ombuds Advisory Committee.

Chair:

Rob Cassidy nominated Michael Goldwax. Mr. Goldwax accepted the nomination.

There being no further nominations, **Michael Goldwax was declared Chair of the Board of Governors by acclamation.**

Vice-Chair:

Sean Smith nominated Anna Villalta, Anny Villalta accepted the nomination.

There being no further nominations, **Anna Villalta was declared Vice-Chair of the Board of Governors by acclamation.**

Executive Committee:

External Members (2):

Michael Goldwax nominated Steve Hatajlo. Steve Hatajlo accepted the nomination.

Michael Goldwax nominated Jamie Singerman. Jamie Singerman accepted the nomination.

There being no further nominations, **Steve Hatajlo and Jamie Singerman were declared External Members of the Executive Committee.**

Internal Members (1 Position):

Cynthia Martin nominated Émilie Richer. Émilie Richer accepted the nomination.

There being no further nominations, **Émilie Richer was declared Internal Member of the Executive Committee.**

Audit Committee (3 positions)

Sean Smith nominated Michael Goldwax and Steve Hatajlo. Michael Goldwax and Steve Hatajlo accepted the nomination

There being no further nominations, **Michael Goldwax and Steve Hatajlo were declared members of the Audit Committee.**

Angie Gugliotti nominated Jamie Singerman. Jamie Singerman accepted the nomination.

There being no further nominations, **Jamie Singerman was declared member of the Audit committee**

Ombuds Advisory Committee (3 members)

Michael Goldwax, as ex-officio, is a member of the Ombuds Advisory Committee, therefore three members need to be elected.

Anna Villalta nominated Stéphane Beaudet. Stéphane Beaudet accepted the nomination.

Rob Cassidy nominated Steve Hatajlo. Steve Hatajlo accepted the nomination.

Diane Gauvin nominated Angie Gugliotti. Angie Gugliotti accepted the nomination.

Cynthia Martin nominated Alex McComber. Alex McComber accepted the nomination.

There being only 3 position available, the nominations will go to a vote.

Mr. Hatajlo withdrew his nomination.

There being no further nominations, **Stéphane Beaudet, Angie Gugliotti and Alex McComber are declared members of the Ombuds Advisory Committee.**

.7 Calendar of Meetings Board of Governors & Executive Committee

François Paradis, Director of Corporate Affairs presented the calendar of meetings.

It was moved by Stéphane Beaudet, seconded by Cynthia Martin, **THAT THE PROPOSED CALENDAR OF MEETINGS 2022-23 BE APPROVED.**

The motion was adopted unanimously.

.8 Delegation of Signing Authority – Procurement Summer 2022

Wai Bong Shum, Director of Facilities Management stated that two contracts will need to be awarded over the summer period. In accordance with article 9 of Bylaw number 10, approvals for contracts over \$100,000 can be delegated to the Director General.

It was moved by Sean Smith, seconded by Angie Gugliotti, **THAT THE BOARD OF GOVERNORS DELEGATES TO THE DIRECTOR GENERAL THE POWER TO AWARD THE FOLLOWING CONTRACTS FOR THE PERIOD OF JUNE 10 TO SEPTEMBER 14, 2022.**

- I) **ACQUISITIONS – ULTRASOUND MACHINES (ESTIAMTED TO \$171,000 BEFORE TAX)**
- II) **ACQUISITION – LIBRARY FURNITURE (ESTIMATED TO \$100,000 BEFORE TAX)**

The motion was adopted unanimously.

.9 Delegation of Director General’s Authority During Summer 2022

Diane Gauvin stated that she will be on vacation from July 7, 2022 to August 7, 2022 inclusively. The Academic Dean assumes the authority of the Director General in her absence, but he will also be on vacation at the same time.

It was moved by Angie Gugliotti, seconded by Steve Hatajlo, **THAT IN THE ABSENCE OF BOTH THE DIRECTOR GENERAL AND THE ACADEMIC DEAN AT THE SAME TIME, THE AUTHORITY OF THE DIRECTOR GENERAL BE DELEGATED TO PASCAHL SCOTT FROM JULY 7 TO JULY 10 INCLUSIVELY; TO MONIQUE MAGNAN FROM JULY 11 TO JULY 24 INCLUSIVELY AND TO GLENYS RONNIE FROM JULY 25 TO AUGUST 7 INCLUSIVELY.**

The motion was adopted unanimously.

.10 Fall 2021 Graduate (additional name) Diploma of College Studies

Rob Cassidy presented this item.

It was moved by Cynthia Martin, seconded by Anna Villalta, **THAT ALL SUPPORTING DOCUMENTS HAVING BEEN SUPPLIED AND VERIFIED, BE IT RESOLVED TO RECOMMEND TO THE MINISTER TO AWARD A DIPLOMA OF COLLEGE STUDIES TO 1 ADDITIONAL STUDENT WHOSE NAME APPEARS ON THE ATTACHED REQUEST FOR CERTIFICATION.**

The motion was adopted unanimously.

.11 Contract for Core Network Upgrade

François Paradis, Director of IST stated that a public call for tenders was published on March 16, 2022 for new switches and routers. Four companies picked up the tendering documentation but only one submitted a bid and was determined compliant.

It was moved by Sean Smith, seconded by Anna Villalta, **THAT THE CONTRACT FOR THE CORE NETWORK UPGRADE BE AWARDED TO C.P.U. DESIGN INC. IN THE AMOUNT OF \$164,116 BEFORE TAX.**

The motion was adopted unanimously.

.12 Group Purchase – Maintenance of Elevators (for information only)

Wai Bong Shum reported that *Centre d'acquisitions gouvernementales* (CAG) solicited mandates for a group purchase related to the maintenance of elevators for July 1, 2021 to May 31, 2026. The mandate was incomplete as the CAG was not able to fulfill the mandate in time. Consequently, the existing maintenance contract was extended under the same terms and conditions for 10 months. The revised period covered under the mandate for the maintenance of elevators is from May 1, 2022 to April 30, 2027. The updated estimated expense for this maintenance contract over the five-year period is approximately \$145,000 before tax.

.13 Objectives of the Academic Dean 2022-23 (Article 12)

Rob Cassidy stated that his objectives are framed by two major institutional activities: the phased implementation of the action plan for the Quality Assurance Audit and the development of the student success plan for the new strategic plan that will be adopted in Winter 2023. In addition, the academic division will prepare for when Bill 96, *Loi sur la langue officielle et commune du Québec, le français*, comes into force and establish policies and procedures for managing blended in-person and online courses.

It was moved by Stéphane Beaudet, seconded by Anna Villalta, **THAT THE OBJECTIVES OF THE ACADEMIC DEAN FOR 2022-23 BE ADOPTED.**

The motion was adopted unanimously by those eligible to vote.

.14 Objectives of the Director General 2022-23 (Article 12)

Diane Gauvin stated that her objectives for 2022-23 will focus on Bill-96, redressing the space deficit & infrastructure project and the Strategic Plan.

It was moved by Sean Smith, seconded by Jamie Singerman, **THAT THE OBJECTIVES OF THE DIRECTOR GENERAL FOR 2022-23 BE ADOPTED.**

The motion adopted unanimously by those eligible to vote.

.15 Evaluation of the Academic Dean 2021-22 (Article 12 in camera)

The Board Chair and Vice-Chair presented their evaluation in camera.

It was moved by Steve Hatajlo, seconded by Jamie Singerman, **THAT THE EVALUATION OF THE ACADEMIC DEAN FOR 2021-22 BE ACCEPTED.**

The motion was adopted unanimously by those eligible to vote.

.16 Evaluation of the Director General 2021-22 (Article 12 in camera)

The Board Chair and Vice-Chair presented their evaluation in camera.

It was moved by Michael Goldwax, seconded by Steve Hatajlo, **THAT THE EVALUATION OF THE DIRECTOR GENERAL FOR 2021-22 BE ACCEPTED.**

The motion was adopted unanimously by those eligible to vote.

.17 Extension to Adobe Contract

François Paradis stated the current contract is ending June 28, 2022, however the new contract will not begin on June 29 as planned. The *Centre d'Acquisitions Gouvernementales* (CAG) has negotiated a two-month extension to the current contract under the same conditions.

It was moved by Steve Hatajlo, seconded by Rob Cassidy, **THAT THE DIRECTOR GENERAL BE AUTHORIZED TO SIGN THE *FICHE DE MODIFICATION* TO EXTEND THE ADOBE CONTRACT BY TWO MONTHS, TO A NEW REVISED TOTAL ESTIMATED VALUE OF \$320,000 BEFORE TAXES.**

The motion was adopted unanimously.

523.7 VARIA

523.8 DATE OF NEXT MEETING

The next regular Board meeting is scheduled for September 14, 2022.

523.9 ADJOURNMENT

The meeting adjourned at 9:58 p.m.

Signatures:

Michael Goldwax
Board Chair

François Paradis
Director, Corporate Affairs

Proposed Amendments to the Policy on Sexual Violence

<i>Current Text</i>	<i>Proposed Amendment</i>
<p>Article 2: Scope</p> <p>Dawson College has other policies in place that are relevant to issues of sexual violence and harassment such as the <i>Policy to Stem Violence, Discrimination, Harassment and the Abuse of Power</i>, as well as the <i>Student Code of Conduct</i>. This policy complements those and other related college policies and is not intended to supersede or interfere with any applicable college policy, or the provisions of any collective agreements or contracts applicable to employees, or the justice system. In addition, nothing in this policy precludes individuals from exercising their rights under a collective agreement, management agreement, or from seeking alternate routes such as the justice system and the Quebec Human Rights Commission.</p>	<p>Article 2: Scope</p> <p>Dawson College has other policies in place that are relevant to issues of sexual violence and harassment such as the <i>Policy to Stem Violence, Discrimination, Harassment and the Abuse of Power</i>, as well as the <i>Student Code of Conduct</i>. This policy complements those and other related college policies and is not intended to supersede or interfere with any applicable college policy, or the provisions of any collective agreements or contracts applicable to employees, or the justice system. In addition, nothing in this policy precludes individuals from exercising their rights under a collective agreement, management agreement, or from seeking alternate routes such as the justice system and the Quebec Human Rights Commission.</p>
<p>10.5.2 Reports</p> <p>Upon receiving a report, the Primary Contact Person assesses the situation, and in consultation with the individual, presents options for intervention. With the individual's consent, the Primary Contact Person will contact members of Dawson College's Sexual Violence Response Team to notify them of the situation in order to ensure the safety, follow up, and support to those affected by an incident of sexual violence.</p>	<p>10.5.2 Reports</p> <p>Upon receiving a report, the Primary Contact Person assesses the situation, and in consultation with the individual, presents options for intervention. With the individual's consent, the Primary Contact Person will contact members of Dawson College's Sexual Violence Response Team to notify them of the situation in order to ensure the safety, follow up, and support to those affected by an incident of sexual violence. The identity of the individual(s) who report will not be disclosed.</p>

10.5.3.1 Internal options	10.5.3.1 Internal options
<p>The appropriate college authority will render a decision in the light of the investigation. The persons concerned will be informed in writing that a decision has been made. The findings of the investigation will be forwarded to the appropriate managers, the discloser and the respondent.</p>	<p>The appropriate college authority will render a decision in the light of the investigation. The persons concerned will be informed in writing that a decision has been made. The findings of the investigation will be forwarded to the appropriate managers, the discloser and the respondent. At the request of the individual who filed a complaint, the College shall provide them with information regarding the complaint process, that is to say, whether or not a sanction was imposed and the details and terms and conditions of the sanction, where applicable.</p>
<p>The Director of Student Services or the Director of Human Resources, for certain cases under their purview, may choose to delegate the investigation to an external resource. In these cases, the findings of the investigation will be provided to the Director.</p>	<p>The Director of Student Services or the Director of Human Resources, for certain cases under their purview, may choose to delegate the investigation to an external resource. In these cases, the findings of the investigation will be provided to the Director. Participants in the investigation will be required to sign a non-disclosure agreement in order to protect the investigative process.</p>