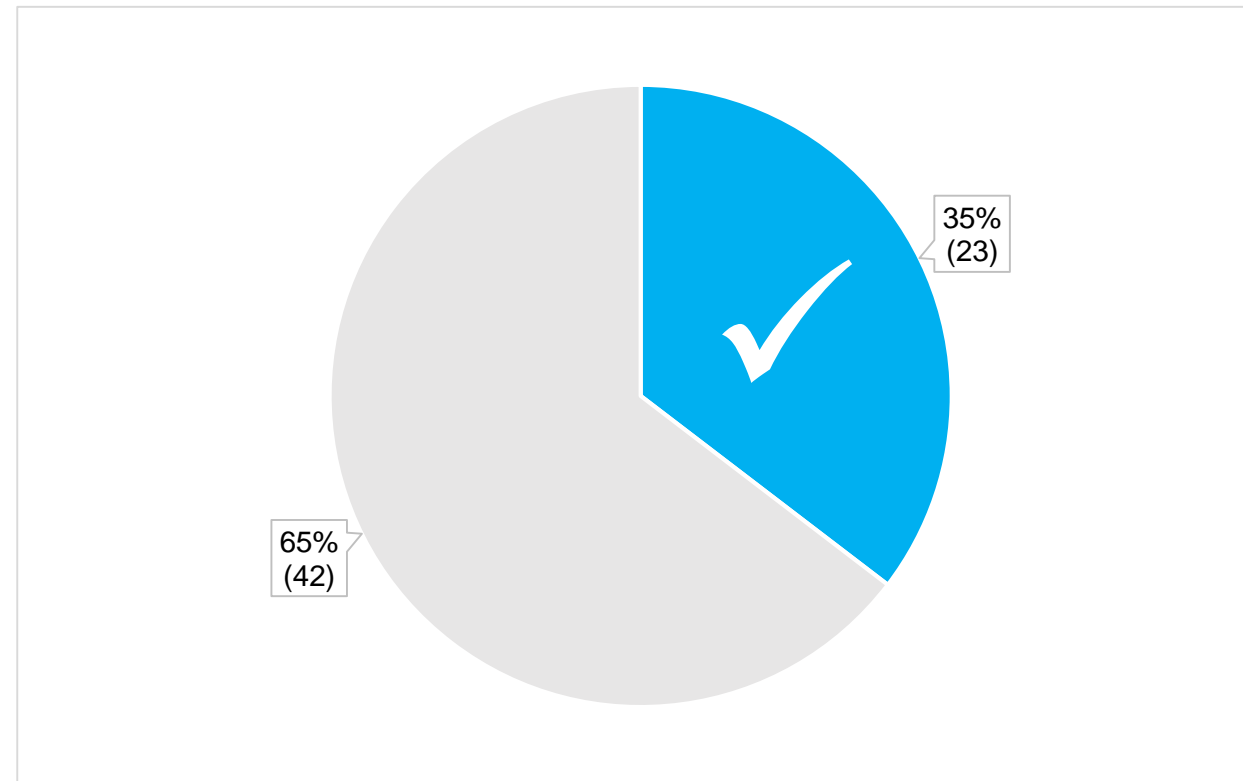


# Respect. Now. Always. Taskforce Summary of Actions & Progress

As at **06/03/2018** 23 of 65 actions have been completed (35%). The following pages further detail the entire 65 actions with information on the timeline/output, contacts and progress. This document should be read in conjunction with other documentation produced by the Respect. Now. Always. Taskforce which is available online at; <https://www.adelaide.edu.au/safer-campus-community/>



The following symbols are used to indicate progress;











-  Not Started
-  Started
-  Half-way there
-  Almost Finished
-  Complete
-  Removed/Merged


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# Respect. Now. Always. Taskforce Summary of Actions & Progress






The below table provides a summary of the agreed actions resulting from each Respect. Now. Always. Taskforce meeting as at 06/03/2018.

## Communications





#	Action	Context	Timeline / Output	Contacts	Progress
5	Communications regarding RNA to be distributed across the following mediums; Website, all student emails, hub (digital) screens, posters, AUU and SRC Facebook pages, unified 'News'. All communications to direct back to the Safer Campus Community website.	Agreed 15/09 Ref: AHRC Recommendation 1	Review communications and mediums prior to Safer Campus Community' awareness campaign / awareness month – March 2018.	All, Marketing and Communications, Student Affairs, Student Life	
14	Review of information that is available online that describes the reporting process. In conjunction with Student Life, Legal & Risk and student input, update this to be clearer.	Agreed 15/09 Ref: AHRC Recommendation 3	Website update by end February 2018.	Student Affairs, Legal & Risk, Student Life	
31	Further investigate the ease of finding reporting mechanisms on the University website.	Agreed 29/09 Ref: LGBTIQ/Gender Equity	Links placed in more locations as per action item #41.	Student Affairs, Student Life, Marketing and Communications	
34	Look at further promotion of ALLY network, including increasing student members, increasing awareness and considering ALLY clubs (i.e. an existing club could become an ALLY rather than only individual membership).	Agreed 29/09 Ref: LGBTIQ/Gender Equity	Meet with ALLY Convenor in Q1, 2018 to discuss planned events and any required support.	ALLY Convenor - Claudia Szabo	
41	Online presence updated; as suggested by Marketing and Communications; • Link in Global Footer • Link under 'About' on the Mega Menu • Promo Pod to remain on the homepage • Increase prominence on the 'Current Students' page with an image and short description • Use an announcement in Unified, which will then appear in the dashboard	Agreed 27/10 Ref: Action Item #5 & #32	Following Website update by end February, a promotion on Unified and 'Current Students' page to occur	Marketing and Communications	
42	Following an update of the Safer Campus Community page (perhaps early 2018), have an announcement refresh ensuring that students know what kind of content is on the Safer Campus Community page.	Agreed 27/10	To be incorporated into the March 2018 'Safer Campus Community' awareness campaign / awareness month email from the Deputy Vice-Chancellor and Vice-President (Academic).	Student Life, Marketing and Communications	
44	Safer Campus Community desktop image to be displayed globally in lecture theatres and tute rooms.	Agreed 27/10	Safer Campus Community desktop background to be in place by end February 2018.	Marketing and Communications	
45	ALLY information to be transferred from its current location on the HR website, to the Safer Campus Community page.	Agreed 27/10	Website update by end February 2018.	ALLY Convenor - Claudia Szabo, Marketing and Communications	
53	Posters and communications should be reproduced in a number of key languages (noting cultural sensitivities and language differences); consider using the Confucius Institute to assist with this as well as training modules, acceptable behaviour information, reporting forms etc. Chinese/Mandarin would be the first additional language.	Agreed 27/10 Ref: Specific Culturally and Linguistically Diverse (CALD) strategies	Posters to be available in Chinese by end February 2018. Further resources to be rolled out throughout 2018.	International Student Support, Marketing and Communications	
55	Further investigate ways of identifying students living out of home and providing additional resources regarding appropriate behaviour, expectations, ways of reporting and seeking University support (regardless of being located off campus). Include information on illegal/forced work for International Students.	Agreed 27/10 Ref: Colleges / Student Accommodation & Open Forum, Meeting 04/17	Include additional information in O'Week 2018 materials for International Students. Meet with Accommodation Services Q1, 2018 to discuss provision of information to students living away from home.	International Student Support, Accommodation	


58	Ensure that appropriate behaviour messaging clearly includes day-to-day behaviour including on public transport/in accommodation etc. not just what is expected on campus. This messaging will also need to set realistic expectations around what the University can do/influence.	Agreed 27/10 Ref: Public Transport	To be included with website update by end February 2018.	Student Affairs, Legal & Risk, Student Life	
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## Engagement










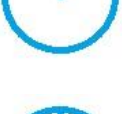
#	Action	Context	Timeline / Output	Contacts	Progress
26	DVC&VP(A) to meet with all UoA associated Residential Colleges and report back to the Taskforce regarding their plans for independent audits/reviews.	Agreed 29/09 Ref: AHRC Recommendation 9	Deputy Vice-Chancellor and Vice-President (Academic) to meet with College heads by end of February 2018.	Office of Academic and Student Engagement	
27	Further consideration to be given to engagement with non-University and non-College accommodation providers (i.e. urbanest).	Agreed 29/09 Ref: AHRC Recommendation 9	Associate Director, Accommodation Services to provide list of contacts by January 2018 and meeting with Deputy Vice-Chancellor and Vice-President (Academic) to be scheduled in Q1, 2018.	Office of Academic and Student Engagement	
28	DVC&VP(A) to have 6-monthly meetings with all accommodation provider stakeholders (Residential Colleges, private providers etc) to discuss policy, reporting, trends etc. This meeting should include student reps. i.e. Residential Advisors.	Agreed 29/09 Ref: AHRC Recommendation 9	Meetings to be scheduled in March / October.	Office of Academic and Student Engagement	
56	Identify further ways of engaging with commercial accommodation providers that are less organised around culture and community.	Agreed 27/10 Ref: Colleges / Student Accommodation	Refer action item #27.	Office of Academic and Student Engagement, Accommodation	
57	Consider approaching Study Adelaide to discuss another approach to the transport industry.	Agreed 27/10 Ref: Public Transport	Schedule meeting with CEO, Study Adelaide in Q1, 2018.	Office of Academic and Student Engagement, Engagement Branch	

## Orientation & On Boarding






#	Action	Context	Timeline / Output	Contacts	Progress
7	Include RNA/campus culture/Student Charter standard setting in the VC's Welcome Orientation Talk	Agreed 15/09 Ref: AHRC Recommendation 2	February 2018	Office of Academic and Student Engagement, Ask Adelaide (Events)	
8	Include RNA/campus culture/Student Charter standard setting in Enrolment Checklist and Re-Enrolment Checklist – allowing students to agree their understanding/adherence.	Agreed 15/09 Ref: AHRC Recommendation 2	February 2018	Office of Academic and Student Engagement, Student Administration	
9	Include RNA/campus culture/Student Charter standard setting content in the MyUni module for Global IQ – Connect.	Agreed 15/09 Ref: AHRC Recommendation 2	February 2019	International Student Support	
10	Further investigate ways to ensure that HDR students are able to access and agree to the same information as part of their inductions and ongoing support. Consider cohort activities to better connect students and improve their awareness of services.	Agreed 15/09 Ref: AHRC Recommendation 2	Q4, 2019	Dean, Graduate Studies	

43	Safer Campus Community materials to be included in some or all of the following; Orientation activities, Faculty information sessions, first lecture, link/promo at end of online recordings (also consider online resources for those not able to attend O'Week in person).	Agreed 27/10	February 2018	Office of Academic and Student Engagement, Ask Adelaide (Events), Faculties	
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## Policy & Procedures



#	Action	Context	Timeline / Output	Contacts	Progress
33	Contact The Office of Research Ethics, Compliance and Integrity (ORECI) regarding gender inclusivity in research and surveys. Develop Gender inclusive language guidelines.	Agreed 29/09 Ref: LGBTIQ/Gender Equity	Create 'Gender inclusive language guidelines' by end Q2, 2018.	Gender Equity and Diversity Committee, Council Secretariat, Office of Academic and Student Engagement	
35	Further information to be sought re: policy on students using alternative names and change of gender/name and how this is processed through University systems in a timely manner.	Agreed 29/09 Ref: LGBTIQ/Gender Equity	N/A - Complete	Office of Academic and Student Engagement, Student Administration	
36	Further information to be sought re: policy on All Gender toilets and other accessible/inclusive facilities from Infrastructure	Agreed 29/09 Ref: LGBTIQ/Gender Equity	N/A - Complete	Office of Academic and Student Engagement, Infrastructure	
37	HR to further consider how the University security contractor can be encouraged to employ more female security officers.	Agreed 29/09 Ref: LGBTIQ/Gender Equity	N/A - Complete	Human Resources, Infrastructure	
38	Report an Incident information to be reviewed, and specific information for HDR students to be included.	Agreed 29/09 Ref: HDR	Aligned to review of reporting flowchart (Action Item #63)	Student Affairs, Student Life	
39	Look at broadening the policy around preferred names.  If this is not successful, look more closely at what is required for official reporting and seek to update this (/lobby appropriate parties).	Agreed 27/10 Ref: Action Item #36	Meet with Student Administration in Q1, 2018 and aim to create new policy (if applicable) by end Q2, 2018	Office of Academic and Student Engagement, Student Administration	
40	Look at adding All Gender toilets to the official Campus Map.	Agreed 27/10 Ref: Action Item #37	N/A - Complete	Office of Academic and Student Engagement	
50	Further investigate how the University can best communicate its expectations to providers of student work placements and internships both at the organisational level and the coordinator/supervisor level, noting that this could be best achieved as a joint approach from the three major SA unis.	Agreed 27/10 Ref: Work Placements and Internships	December 2018	Deputy Vice-Chancellor and Vice-President (Academic), Faculties	
51	Further investigate how best to support students during their work placement / internship including advising them of the reporting mechanisms through the placement provider and also the university, ensuring that they understand that they will be supported in meeting the requirements of their program (i.e. to find another placement etc.)	Agreed 27/10 Ref: Work Placements and Internships	December 2018	Deputy Vice-Chancellor and Vice-President (Academic), Faculties	
54	Consider the University's responders and the availability of gender diverse or culturally/linguistically diverse staff that students may have a preference to speak with.	Agreed 27/10 Ref: Specific Culturally and Linguistically Diverse (CALD) strategies	Review to be undertaken by end Q1, 2018	Student Affairs, Student Life, Security	







59	Review symbols/icons used to represent 'All Gender' on facilities and maps.	Agreed 10/11 Ref: Action Item #36 & #40	Q4, 2018 for 2019 Campus Map	Office of Academic and Student Engagement	
60	Request a copy of what information/correspondence is currently provided to work placement hosts and review this for where further information about student safety and expectations can be included.	Agreed 10/11 Ref: Open Forum, Meeting 04/17	Q2, 2018	Deputy Vice-Chancellor and Vice-President (Academic), Faculties	
61	Seek further information from the Behaviour and Conduct Committee (and relevant others) regarding the complaint/reporting process, specifically around communication and progress updates and a clearly articulated rights statement for both victim & accused.	Agreed 10/11 Ref: Open Forum, Meeting 04/17	Aligned to review of reporting flowchart (Action Item #63)	Student Affairs	
62	Seek further information regarding access to counselling for victim & accused and the management of this.	Agreed 10/11 Ref: Open Forum, Meeting 04/17	N/A - Complete	Student Life	
63	Review flowchart that describes the disclosure/reporting process to ensure the following; <ul style="list-style-type: none"> <li>Add 3-4 guiding principles</li> <li>It can be used by both victim &amp; accused</li> <li>Language is student friendly</li> </ul>	Agreed 10/11 Ref: Open Forum, Meeting 04/17 & Action Item #14	New flowchart to be complete by Q1, 2018 and available on the Safer Campus Community website	Student Affairs, Legal & Risk, Student Life	

## Reporting & Accountability





#	Action	Context	Timeline / Output	Contacts	Progress
1	RNA to be a standing item at Vice Chancellors Executive (VCE)	Agreed 15/09 Ref: AHRC Recommendation 1	N/A - Complete	N/A	
2	RNA to be a standing item in each faculty's Faculty Board Meeting (these include student reps), REDC and ULC.	Agreed 15/09 Ref: AHRC Recommendation 1	N/A – Complete Memo sent from Professor Pascale Quester on 6 December	Office of Academic and Student Engagement	
3	An annual survey to be established/questions added to existing survey regarding not just the incidence of sexual harassment and sexual assault, but also student perceptions.	Agreed 15/09 Ref: AHRC Recommendation 1	Q4, 2018	Office of Academic and Student Engagement	
18	An independent review (i.e. similar to EOC) to be conducted again at the end of 2019	Agreed 29/09 Ref: AHRC Recommendation 4	Q4, 2019	Office of Academic and Student Engagement	
23	The University should ensure that information about individual disclosures and reports of sexual assault and sexual harassment is collected and stored confidentially and used for continuous improvement of processes.	Agreed 29/09 Ref: AHRC Recommendation 6	Q2, 2018	Office of Academic and Student Engagement, Student Affairs, Student Life, Security, Legal & Risk	
25	Request PWC internal auditor to increase the scope of the current audit to look at the items listed under AHRC recommendation 7.	Agreed 29/09 Ref: AHRC Recommendation 7	Q1, 2018	Office of Academic and Student Engagement	








29	Future audits identified throughout these actions and those conducted by colleges to include not only policy or occurrences, but the factors/drivers etc. that contribute to sexual harassment and sexual assault (i.e. alcohol, culture etc.).	Agreed 29/09 Ref: AHRC Recommendation 9	As per timelines above for audits and surveys	Office of Academic and Student Engagement	
65	Add RNA as a standing item to the Student Affairs Committee meeting in 2018	Agreed 29/11	To be implemented at start of 2018	Office of Academic and Student Engagement, Student Affairs	

## Resources

#	Action	Context	Timeline / Output	Contacts	Progress
16	Tailored training/resources to be made available on running safe/inclusive events etc.	Agreed 15/09 Ref: AHRC Recommendation 3	To be available by end Q2, 2018	Office of Academic and Student Engagement, AUU, Legal & Risk	
47	Provide guiding/support documentation to clubs such as a tailored Risk Assessment Matrix, risk management suggestions (responsible persons, deterrents) and good practice guidelines that include sexual harassment and sexual assault as a risk and outline the link with alcohol. Such documents can include suggestion such as; promoting Safer Campus Community on social media/invites/shirts, using 'The Green Team' or 'The Red Frogs' type services and endorsing responsible persons on event promotions.	Agreed 27/10 Ref: Social Clubs, Sports Clubs and Student Events	To be available by end Q2, 2018	Office of Academic and Student Engagement, AUU, Legal & Risk	
48	Further benchmarking to take place regarding other University student clubs.	Agreed 27/10 Ref: Social Clubs, Sports Clubs and Student Events	To be undertaken by end Q2, 2018	Office of Academic and Student Engagement	
49	Seek further information from departments and associations that are already looking at this issue.	Agreed 27/10 Ref: Work Placements and Internships	Q4, 2018 – also see Action Item #50 & #51	Office of Academic and Student Engagement, Faculties	

## Training

#	Action	Context	Timeline / Output	Contacts	Progress
11	Student Life to offer regular Recognise and Respond training for staff, students, clubs etc.	Agreed 15/09 Ref: AHRC Recommendation 2	To be established Q1, 2018 and then ongoing	Student Life	
12	Add mandatory training for PhD Supervisors as part of joining the Supervisor Register.	Agreed 15/09 Ref: AHRC Recommendation 2	To be implemented by Q3, 2018	Student Life, Dean of Graduate Studies	
13	Review induction processes to ensure that all staff (inc. casual) include appropriate content around respectful relationships, power imbalance, responding to disclosures etc.	Agreed 15/09 Ref: AHRC Recommendation 2	To be completed by Q2, 2018	Human Resources	
15	Recognise and Respond training to be extended to student leaders (current, and new) as part of taking on a club/sport leadership role.	Agreed 15/09 Ref: AHRC Recommendation 3	To be implemented by Q3, 2018	Student Life, AUU, AU Sports, SRC	

19	Recognise and Respond training to be made available to: • SRC • AUU Board • Club leaders • AU Sports • Selected Wirltu Yarlur staff/students • Heads of School • Adelaide Graduate Centre front line staff • Faculty frontline staff & student advisors	Agreed 29/09 Ref: AHRC Recommendation 5	To be established Q1, 2018 and then ongoing	Student Life	
20	Identify student leader roles across the University and identify times (/processes) that capture these students for training (i.e. induction, re-registration of club, election etc.).	Agreed 29/09 Ref: AHRC Recommendation 5	Processes to be reviewed by end Q2, 2018, also see Action Item #15	Student Life, AUU, SRC, AU Sports	
21	Review Recognise and Respond Training and update to include specific UoA content, including reporting and responsibilities.	Agreed 29/09 Ref: AHRC Recommendation 5	Ongoing 2018	Student Life	
22	Develop tailored Recognise and Respond Training for; • Clubs & Sports • Residential College staff and students	Agreed 29/09 Ref: AHRC Recommendation 5	Ongoing 2018 – based on need	Student Life	
46	Recommend to AUU or the Clubs Committee that Recognise and Respond training is compulsory for all students in a Club leadership role.	Agreed 27/10 Ref: Social Clubs, Sports Clubs and Student Events	To be incorporated into Action Item #20	Office of Academic and Student Engagement, Student Life	
52	Include Placement Coordinators and Postgraduate Coordinators in Recognise and Respond training.	Agreed 27/10 Ref: Work Placements and Internships	To be incorporated into Action Item #19	Student Life, Dean of Graduate Studies, Faculties	
64	Further investigate ways that students can access online training; ideally this should be completed prior to moving into College or prior to commencing University (i.e. before issue of student card) – however this may present access (log on) issues as the training is not publically available. Avoiding duplication/proof of completion should also be considered using a token or certificate.	Agreed 29/11	To be reviewed by end 2018 for implementation 2019.	Office of Academic and Student Engagement, Student Administration, Student Life, Colleges	

## Completed

These actions have been completed and do not require further reporting.

#	Action	Context
4	Inclusion of front-line sexual assault services staff; invite Ms Sharon Lockwood to join the RNA taskforce.	Agreed 15/09 Ref: AHRC Recommendation 1
6	Reminder update to be sent for Student Forum today, to Voluntary All Student email list.	Agreed 15/09 Ref: AHRC Recommendation 1
17	Circulate full EOC report to RNAT, pending check of content (for confidentiality).	Agreed 29/09 Ref: AHRC Recommendation 4
24	Follow up UA in regards to the timelines expected around the resources they have committed to.	Agreed 29/09 Ref: AHRC Recommendation 7
30	Tamsin Anspach - Student Representative to raise these recommendations with GED for further consideration.	Agreed 29/09 Ref: LGBTIQ/Gender Equity
32	Provide further information on how discrimination can be reported.	Agreed 29/09 Ref: LGBTIQ/Gender Equity