**Implementation of recommendations from *Change the course: National report on sexual assault and sexual harassment at Australian universities***

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| **University name: CQUniversity Australia** |
| **Recommendation no.** | **Action already taken** | **Planned/future action** |
| 1 Vice-Chancellors should take direct responsibility for the implementation of these recommendations, including decision-making and monitoring and evaluation of actions taken. To assist and advise them in this respect, Vice-Chancellors should have an advisory body within their institution which has responsibility for guiding the implementation of the recommendations made in this report. The advisory body should report directly to the Vice-Chancellor of each university and include representatives from: * the university’s senior leadership
* the student body • academic staff
* residential colleges affiliated with the university
* student services, such as: counselling services, medical services and campus security, and
* frontline sexual assault services.

The advisory body should be responsible for developing an action plan for the implementation of these recommendations. The development of an action plan should involve broad and extensive consultation with all relevant stakeholders from the university community and, where relevant, the wider community. The advisory body should also seek independent expertise where relevant and draw on existing research and best practice. The advisory body should assess and publicly report on the university’s progress towards implementation of these recommendations within 18 months of the release of this report. From then on, public reporting on progress should occur on an annual basis. | * CQUniversity has developed a comprehensive action plan to address the nine recommendations in the Change the Course report and the actions set out in the Universities Australia 10-point action plan.
* A working group made up of key representatives from a number of the University’s operational areas has been established to drive the implementation of this action plan.
* The action plan will be delivered throughout 2018-19 and will be independently evaluated following implementation.
* CQUniversity and the Vice-Chancellor continues to promote the existing code of conduct and continues to deliver compulsory zero tolerance training to staff.
* CQUniversity’s action plan and progress reports will be available online at www.cqu.edu.au/respectnowalways
 | * CQUniversity is currently reviewing existing student service and support policies to ensure compliance with new policy and guidelines documents and sector best practice recommendations.
* CQUniversity’s Queensland Centre of Domestic and Family Violence Research (QCDFVR) is delivering a pilot study on the sexual experiences of university students that looks at attitudes and behaviours related to consent and respect, and whether or not they have previously been impacted by sexual violence.
* CQUniversity will use the results of the QCDFVR study to develop a university-wide awareness campaign and staff and student training packages. CQUniversity will do this in order to develop messages and training that are evidence-based. This will ensure we are engaging with students and delivering messages we know they need, rather than messages we think they need.
* CQUniversity will extend the delivery of compulsory zero tolerance training to all student peer leaders.
* CQUniversity will add a respect, consent and conduct module and quiz to the existing compulsory online student induction. All students need to complete this induction before gaining access to the student learning system.
* CQUniversity will add additional respect and consent resources and a quiz to the online new staff induction and corporate refresher training. This is compulsory for all new and existing staff members.
* CQUniversity will rollout compulsory respect, consent and mental health first response training to RHD students and supervisors.
* CQUniversity will roll-out compulsory safety, respect, consent and mental health first response training to all supervisory staff responsible for leading outbound study tours.
* CQUniversity will continue to engage in research and evaluation activities to measure the success and effectiveness of awareness, prevention and support messages and training.
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| 2. Universities develop a plan for addressing the drivers of sexual assault and sexual harassment that: * provides students and staff with education about: behaviours that constitute sexual assault and sexual harassment, consent and respectful relationships, ‘violence supportive attitudes’ and bystander intervention, and
* identifies existing resources and communications campaigns that reinforce key messages of education programs for dissemination to staff and students.

Education programs and communications should: * target all levels of the organisation – current and future students, staff, residential colleges, sports clubs, student societies and student unions
* be based on best practice and research
* be developed and delivered by individuals and/or organisations with expertise in sexual violence prevention
* be developed in consultation with university students, and
* include measures for evaluating and refining the actions taken.
 | * CQUniversity’s QCDFVR is currently conducting a pilot study into sexual experiences of university students. The results of this survey will be used to inform the Universities education and awareness campaign.
* CQUniversity has utilised materials provided by Universities Australia to promote the *Respect. Now. Always.* initiative on campuses.
* CQUniversity has increased the promotion and visibility of security and support contacts across the campus footprint. CQUniversity has also increased the promotion of external support services. CQUniversity also continues to heavily promote these services during orientation programs.
* CQUniversity’s residential colleges continue to provide code of conduct training to all students living at a residential college.
* CQUniversity has developed staff guidelines for responding to student complaints, students in crisis and disclosures of sexual violence.
* CQUniversity has developed online information hubs for staff and students. These hubs are available to staff via our StaffNet intranet site and to students via the student portal. A public webpage has also been developed to provide users with key information such as contact information, how to access support and how to make a complaint.
* CQUniversity has developed a Student Critical Incident Policy that specifically deals with the management and reporting of disclosures of sexual violence. The policy has been developed in consultation with sexual violence experts, support service providers and students.
* CQUniversity has developed staff guidelines for responding to student complaints, students in crisis and disclosures of sexual violence.
* CQUniversity has in place a code of conduct that clearly sets out expectations when it comes to behaviour and conduct, both for staff and students.

  | * CQUniversity is currently reviewing existing student service and support policies to ensure compliance with new policy and guidelines document and sector best practice recommendations.
* CQUniversity will use the results of the QCDFVR to develop a university-wide awareness campaign and staff and student training packages. CQUniversity will do this in order to develop messages and training that are evidence-based. This will ensure we are engaging with students and delivering messages we know they need rather than messages we think they need.
* CQUniversity will work towards implementing any principles and policy recommendations developed by the sector when it comes to interactions between staff and postgraduate students.
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| 3In order to ensure students and staff know about support services and reporting processes for sexual assault or sexual harassment, universities should: * widely disseminate information about university reporting avenues to staff and students
* widely disseminate information about internal and external services to staff and students, including: university counselling and medical services, campus security, local sexual assault services, police, medical centres, hospitals, counselling services and anti-discrimination agencies
* ensure that information about internal and external reporting procedures and support services is displayed clearly, in a logical place(s) on the university website
* ensure that information about internal and external reporting procedures and support services is provided to students as part of their orientation into university and to new staff as part of their human resources induction/ on-boarding
* ensure that information about internal and external reporting procedures and support services is accessible to all students and staff, including: people with disability, people from CALD backgrounds, and
* develop relationships with external services (local sexual assault service, local hospital) to enable referral of students to these services where necessary. Universities should evaluate the activities undertaken to increase awareness of support services and reporting processes to ensure that these measures have been effective in increasing awareness among staff and students.
 | * CQUniversity has utilised materials provided by Universities Australia to promote the *Respect. Now. Always.* initiative on campuses.
* CQUniversity has increased the promotion and visibility of security and support contacts across the campus footprint. CQUniversity has also increased the promotion of external support services. CQUniversity also continues to heavily promote these services during orientation programs.
* CQUniversity’s residential colleges continue to provide code of conduct training to all students living at a residential college.
* CQUniversity has developed staff guidelines for responding to student complaints, students in crisis and disclosures of sexual violence.
* CQUniversity has developed online information hubs for staff and students. These hubs are available to staff via our StaffNet intranet site and to students via the student portal. A public webpage has also been developed to provide users with key information such as contact information, how to access support and how to make a complaint.
* CQUniversity has developed a Student Critical Incident Policy that specifically deals with the management and reporting of disclosures of sexual violence. The policy has been developed in consultation with sexual violence experts, support service providers and students.
* CQUniversity has developed staff guidelines for responding to student complaints, students in crisis and disclosures of sexual violence.
* CQUniversity has in place a code of conduct that clearly sets out expectations when it comes to behaviour and conduct, both for staff and students.

  | * CQUniversity is currently reviewing existing student service and support policies to ensure compliance with new policy and guidelines document and sector best practice recommendations.
* CQUniversity will use the results of the QCDFVR to develop a university-wide awareness campaign and staff and student training packages. CQUniversity will do this in order to develop messages and training that are evidence-based. This will ensure we are engaging with students and delivering messages we know they need rather than messages we think they need.
* CQUniversity will work towards implementing any principles developed by the sector when it comes to interactions between staff and postgraduate students.
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| 4 In order to ensure that actions taken by universities to prevent and respond to sexual assault and sexual harassment are appropriate, within a year of the release of this report universities should commission an independent, expert-led review of existing university policies and response pathways in relation to sexual assault and sexual harassment. This review should assess the effectiveness of existing university policies and pathways and make specific recommendations to universities about best practice responses to sexual assault and sexual harassment. In the interim, and at an institutional level, universities should draw on sexual violence counselling expertise to develop and review processes for responding to sexual assault and sexual harassment of students to ensure that they: * ensure the immediate safety and wellbeing of the individual who has experienced the sexual assault or sexual harassment
* are clear and accessible
* provide individuals with control over what happens to their report
* have the flexibility to suit individual circumstances
* provide students with support to continue with their studies
* provide specialist support, from someone who has specialist expertise and training in sexual assault, sexual harassment and trauma counselling of sexual assault survivors, and
* accommodate the needs of students from a diverse range of backgrounds
 | * CQUniversity has developed a Student Critical Incident Policy that specifically deals with the management and reporting of disclosures of sexual violence. The policy has been developed in consultation with sexual violence experts, support service providers and students.
* CQUniversity has developed staff guidelines for responding to student complaints, students in crisis and disclosures of sexual violence.
* CQUniversity has engaged external service providers and experts to inform the development of these resources.
* CQUniversity continues to promote student support services and reporting avenues.
* CQUniversity has begun the roll-out of compulsory first responder training to all student-facing staff and student peer leaders.
 | * CQUniversity is currently reviewing existing student service and support policies to ensure compliance with new policy and guidelines, and sector best practice recommendations. CQUniversity is engaging with external service providers and experts on this.
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| 5 Universities should conduct an assessment to identify staff members and student representatives within their institution most likely to receive disclosures of sexual assault and sexual harassment. Universities should ensure that these staff members and student representatives receive training in responding to disclosures of sexual assault and sexual harassment, delivered by an organisation with specialist expertise in this area. | * CQUniversity has expanded the delivery of first responder training to all student-facing staff and student peer leaders.
* CQUniversity has begun rolling out zero-tolerance training to student peer leaders.
 | * CQUniversity will encourage all residential college students to undertake mental health first responder training.
* CQUniversity will encourage all academic staff to undertake mental health first responder training.
* CQUniversity will establish a student-led mental-health peer mentor group.
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| 6 Universities 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, including:* details of the complaint/incident
* steps taken to respond to the complaint/incident, i.e.: whether the individual reported to police, whether the perpetrator was moved to a different lecture/tutorial
* support or assistance received, i.e.: whether the person received counselling from university services, whether they reported to police, whether they received support from an external sexual assault service
* time taken to respond to the report and/or refer the person to support services, and
* any feedback provided by the complainant/respondent in relation to the process. Access to this information should be limited to staff members with responsibility for responding to disclosures and reports and those responsible for improving university responses to disclosures and reports. On a regular basis – at least every six months – Vice-Chancellors should be provided with de-identified reports of this data, including any trends or identifiable concerns which arise, along with recommendations for any necessary improvements to processes.
 | * CQUniversity has made it mandatory for all disclosures of sexual violence to be de-identified and reported to the university executive team. This will help us to better understand how often incidences are occurring, where they occurring and what additional preventative measures are needed.
* CQUniversity has developed an online Respect. Now. Always. information hub for all staff.
* CQUniversity has begun to deliver mandatory mental health first response training to all student facing staff and student peer leaders (Student Representative Council members, student mentors, student ambassadors and residential advisors) and is promoting this training to all other staff as a recommended professional development opportunity.
* CQUniversity has rolled out additional professional development to counselling staff to ensure they are qualified to respond to trauma and sexual assault.
 | * CQUniversity will continue to promote the importance of reporting sexual assault and harassment to the police and the University so that action can be taken to address each situation and prevent future occurrences. In doing so the University will also reinforce the importance of access support services.
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|  7 Within six months of this report, but as soon as possible, universities should conduct an audit of university counselling services to assess: * the capacity of university counselling services to respond to students’ requests for counselling in an appropriately timely manner, and
* how many university counselling staff have received training in working with sexual assault survivors. As part of this audit, universities should collect data on:
* the average length of time students are required to wait to see a university counsellor, and
* the number of urgent/crisis requests for counselling received.

This data should be assessed to determine whether additional counselling services are required to meet the urgent needs of students who have experienced sexual assault or sexual harassment. If additional counselling services are required, universities should ensure that these additional resources are in place as soon as practicable. | * All CQUniversity counsellors are required to be trained and qualified in trauma response. To build on these skills CQUniversity has provided additional professional development to counselling staff to ensure they are qualified to respond to trauma and sexual assault. This has been done through external training and through training and consultation with sexual violence experts from the CQUniversity QCDFVR.
* CQUniversity has reviewed counselling service delivery mechanisms and will continue to build relationships with external providers to provide additional support and referral options for students who have been impacted by sexual assault and harassment.
* CQUniversity has reviewed and evaluated support service needs for staff and students and developed a university-wide mental health strategy. As part of this strategy CQUniversity will recruit a student-facing safety, wellbeing and health promotion officer.
 | * CQUniversity will continue to provide upskilling and PD opportunities to all counsellors and student facing staff.
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| 8 Universities should engage an independent body to conduct the National university student survey of sexual assault and sexual harassment at three-yearly intervals to track progress in reducing the prevalence of these incidents at a sector-wide level. | * CQUniversity’s QCDFVR is currently conducting a pilot study into sexual experiences of university students. The results of this survey will be used to inform the University’s education and awareness campaign.
 | * CQUniversity is currently reviewing existing student service and support policies to ensure compliance with new policy and guidelines document and sector best practice recommendations. CQUniversity is engaging with some external stakeholders as part of this.
* CQUniversity will use the results of the QCDFVR to develop a university-wide awareness campaign and staff and student training packages. CQUniversity will do this in order to develop messages and training that are evidence-based. This will ensure we are engaging with students and delivering messages we know they need, rather than messages we think they need.
* CQUniversity will commission an independent review of its action plan and associated outcomes at the end of 2019.
* CQUniversity will continue to engage in research and evaluation activities to measure the success and effectiveness of campaign messages and training.
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| 9 In addition to considering the implementation of the university recommendations made in this report, residential colleges and university residences should commission an independent, expert-led review of the factors which contribute to sexual assault and sexual harassment in their settings. This review should consider: * appropriate responses by a college or university residence to reports of sexual assault and sexual harassment
* a trauma-informed and rights-based approach in a situation in which an allegation of sexual assault has been made
* the ways that hazing practices and college ‘traditions’ facilitate a culture which may increase the likelihood of sexual violence
* the role of alcohol in facilitating a culture which may increase the likelihood of sexual violence
* the level and nature of supervision in a twenty-four hour residential setting in which large numbers of young people are living away from home, and
* the level and adequacy of training required to equip residential advisors to serve as first responders or in response to matters of sexual assault and harassment.
 | * CQUniversity’s residential colleges are run by the University. The colleges are therefore subject to the same code of conduct requirements and governance.
* CQUniversity has developed a Student Critical Incident Policy that specifically deals with the management and reporting of disclosures of sexual violence. The policy has been developed in consultation with sexual violence experts, support service providers and students.
* CQUniversity has developed staff guidelines for responding to student complaints, students in crisis and disclosures of sexual violence.
* CQUniversity has developed online information hubs for staff and students. These hubs are available to staff via our StaffNet intranet site and to students via the student portal. A public webpage has also been developed to provide users with key information such as contact information, how to access support and how to make a complaint.
* CQUniversity has utilised materials provided by Universities Australia to promote the *Respect. Now. Always.* initiative on campuses and in residential colleges.
* CQUniversity has increased the promotion and visibility of security and support contacts across the campus footprint and at residential colleges. CQUniversity has also increased the promotion of external support services. CQUniversity also continues to heavily promote these services during orientation programs.
* CQUniversity has begun to deliver mandatory mental health first response training to all student facing staff and student peer leaders (Student Representative Council members, student mentors, student ambassadors and residential advisors) and is promoting this training to all other staff as a recommended professional development opportunity.
* CQUniversity continues to promote its existing code of conduct and continues to deliver compulsory zero tolerance training to staff.
* CQUniversity’s QCDFVR is currently conducting a pilot study into sexual experiences of university students. The results of this survey will be used to inform the Universities education and awareness campaign. Residential college students have been invited to participate in this study.
 | * CQUniversity is currently reviewing existing student service and support policies to ensure compliance with new policy and guidelines, and sector best practice recommendations.
* CQUniversity will use the results of the QCDFVR study to develop a university-wide awareness campaign and staff and student training packages. CQUniversity will do this in order to develop messages and training that are evidence-based. This will ensure we are engaging with students and delivering messages we know they need, rather than messages we think they need.
* CQUniversity will extend the delivery of compulsory zero tolerance training to all student peer leaders.
* CQUniversity will develop online reference and information resources such as videos and guides that will be added to existing online information hubs. These resources will be informed by the results of the QCDFVR study.
* CQUniversity will develop and deliver mandatory respect and consent training to all students living at a residential college.
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