

**University of Melbourne  
Respect Taskforce  
Meeting 3/2017**

**CONFIRMED MINUTES**

A meeting was held from 3.30 pm to 5:00 pm, Wednesday 11 October 2017  
Level 7 Meeting Room, Raymond Priestley Building

Members present: Richard James (Chair), Elizabeth Capp, Amanda Davis, Daniel Persaud, Sally Eastoe, Kylie Gould, Zhi Xuan (John) Hee, Cathy Humphreys, Jenny Morgan, Damian Powell.

**BUSINESS**

**A. Formal Matters**

**A1 Welcome and Apologies**

Kylie Gould, General Counsel and Executive Director, Legal and Risk was welcomed to Taskforce. She replaces Joseph McCarthy.

Apologies: Max Bergh, Erin Dale, Paul Duldig, Georgina Sutherland

**A2 Minutes**

The minutes of the previous meeting were confirmed as accurate.

**A4**

Topic	Chair's Report
	<ul style="list-style-type: none"> <li>• None provided</li> </ul>

**B1**

Topic	Disclosure and reporting of sexual assault and harassment
<b>Presenter</b>	Director, Wellbeing
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• The Director, Wellbeing, assisted by the Director, Students and Equity and the General Counsel and Executive Director, Legal and Risk explained what happens when a student (current or former) contacts the Safer Community Program (SCP) to disclose that they believe that they have been sexual harassed or assaulted and how this might lead to a report either internal to the university or externally to the police.</li> <li>• Each disclosure is unique, and is treated as such, with a holistic response and management. The safety and wellbeing of the alleged victim is the primary concern of the SCP, as well as the wellbeing of any others who might be affected. SCP staff provide information about internal and external support services, as well as providing a physical presence and support should the student desire this.</li> </ul>

	<ul style="list-style-type: none"> <li>• Out of work hours, the website, email and voice messages provide information regarding 24/7 alternatives such as the University’s security and CASA. The Director, Wellbeing is on call at all times.</li> <li>• The SCP will attempt to establish what outcome the student is seeking in response to their disclosure, and will assist in managing expectations by explaining possible outcomes and processes if the student chooses to take the matter further.</li> <li>• The SCP also provides the student with information about their options for reporting, either to the police or to the University. If the student chooses to follow either of these paths, the SCP will assist them with this.</li> <li>• Reports involving staff are referred Human Resources for investigation.</li> <li>• Reports involving students are investigated by Student Complaints and Grievances on behalf of the Academic Registrar. These are considered potential breaches of the Student Code of Conduct, which may result in a General Misconduct allegation.</li> <li>• The University will not conduct its own investigation while a criminal investigation is being conducted. The University can, however, take action when needed to ensure the safety of all parties. This can include excluding a student.</li> <li>• An incident may be determined to be serious enough, particularly where there is the potential for others to be harmed, such that the University will report to police regardless of the wishes of the alleged victim.</li> </ul>
<b>Next steps</b>	<p>Future meetings will cover:</p> <ul style="list-style-type: none"> <li>• Training of SCP staff</li> <li>• Overview of disclosure and reporting process for staff</li> <li>• Discussion of where there are possibilities for enhancement and improvement</li> <li>• Investigate whether ‘safe at home’ response to family violence can be applied to college/shared residences</li> <li>• Perpetrators</li> <li>• Management of complaints after resolution.</li> </ul>

The next meeting of the Respect Taskforce will be held on Wednesday 8<sup>th</sup> November from 3:30 to 5.00, Level 7 Meeting Room, Raymond Priestley Building.