



Respect. Now. Always. Action Plan (2018-2020)

12-month Progress Report

The *Respect. Now. Always.* (RNA) Action Plan was launched in August 2018. Its aim was to provide us with evidence of progress, and identify challenges, in preventing and responding to sexual assault and sexual harassment affecting the Macquarie community.

Key progress since August 2018 includes:

- Session 1, 2019 implementation of the Student Sexual Assault/Sexual Harassment Policy. This Policy provides a framework for getting and giving support, as well as making reports relating to incidents of sexual assault/sexual harassment involving students.
- Session 2, 2019 implementation of the Staff Sexual Harassment Prevention and Response Policy. This Policy enhances existing Macquarie University policy framework around appropriate workplace behaviours (e.g. Discrimination, Bullying and Harassment Prevention Policy and Staff Code of Conduct) by placing specific focus on sexual harassment.
- Session 1, 2019 implementation of an online reporting system which allows students and staff to report incidents involving students anonymously, or with contact details.
- Implementation of Peer Education program enabling substantially increased provision of education opportunities for students.
- Increased face-to-face education for Macquarie University Mentors, Residential Advisors, University sports representatives, Student Leaders and general students.

Table 1 below outlines further updates across all 7 areas of the 2018-2020 RNA Action Plan:

- (1) Leadership, Governance, and Accountability
- (2) Individual Knowledge and Skills
- (3) Support Services
- (4) Policies and Procedures
- (5) University Colleges and Residences
- (6) Communication
- (7) Monitoring and Evaluation

We acknowledge there is still work to be done. Cultural change is a process which takes time and dedication. Through the next year of the Action Plan, we will continue to focus our efforts on education for our University community, and ensure responses to incidents of sexual assault and sexual harassment are effective and compassionate.

As a community we must continue to work together to contribute to a University environment where everyone feels safe and supported. Thank you to everyone who has engaged with RNA and we look forward to strengthening our relationships across the wider University community.

August 2019

Table 1 RNA Action Plan (2018-2020) 12-month Progress

1. Leadership, governance and accountability

AHRC recommendation: Establish an advisory body to develop an action plan to implement AHRC recommendations

Macquarie's Action	Time Frame	Performance Measure	Key Updates
Establish an RNA Project governance structure that is led by the Vice-Chancellor	Completed	Appointment of an RNA Implementation Committee, Staff Advisory Group and Student Advisory Group	<p>Leadership for RNA Project is comprised of governance structure led by the Vice-Chancellor (Project Sponsor):</p> <ul style="list-style-type: none"> Implementation Committee is led by the Director of Human Resources and Deputy Vice-Chancellor (Academic) Student Advisory Group includes representatives from cohorts such as: international students, Aboriginal and Torres Strait Islander students, students who are women, LGBTQIA+ students, postgraduate, students living with a disability, culturally and linguistically diverse students, and students living in university accommodation Staff Advisory group includes staff from areas such as Human Resources, Legal Counsel, Governance, Risk Management, and academic staff. <p>Terms of reference for Advisory Groups can be found here.</p>
Establish, maintain and promote collaborative working relationships	Ongoing	<p>RNA team presence at accommodation partner meetings</p> <p>Engage in information-sharing among universities</p>	<p>RNA continued presence at accommodation partner meetings and welcome events.</p> <p>Participation in staff networks and education focused on primary prevention, and safer communities:</p>

		RNA team engagement with MQ professional and academic staff	<ul style="list-style-type: none"> • Tertiary Primary Prevention Network, a national cross-university collaboration network to discuss primary prevention efforts in Higher Education • Safer Community Symposium, bringing Universities and other relevant professionals from across Australia and New Zealand together to discuss best practice. <p>Facilitation of Sexual Assault/Sexual Harassment Prevention and Response Forum:</p> <ul style="list-style-type: none"> • Opportunity for stakeholders working in NSW-based Universities to discuss best practice, and approaches for preventing and responding to Sexual Assault and Sexual Harassment. Attendees included staff from accommodation partners, student support service roles, <i>Respect. Now. Always.</i> and Safer Community Teams, and Universities Australia.
Senior staff to demonstrate engagement regarding prevention and response to sexual assault and sexual harassment at Macquarie	Ongoing	<p>Attendance at RNA Project meetings and events</p> <p>Active participation in consultation and RNA training opportunities</p>	<p>Executive sponsors present at Implementation Committee Meetings, and RNA events.</p> <p>Executive staff facilitate information sharing in their teams regarding RNA policies and report systems.</p> <p>Executive sponsors attendance at meetings with Women's Collective.</p>
Require leaders to report annually on their actions	Short Term	Executive Sponsors of RNA reporting annually on their actions and progress of the action plan	Public update at RNA Event on 8 August and written updates to be provided on RNA website.

2. Individual knowledge and skills

AHRC recommendation: Education and communication for all staff and students

Macquarie's Action	Time Frame	Performance Measure	Key Updates
<p>Develop an evidence-based learning approach to sexual violence education, which uses a range of delivery methods, available to MQ students. Topics to be covered include:</p> <ul style="list-style-type: none"> • the definitions and drivers of sexual assault and sexual harassment • respectful and healthy relationships • consent and sexual ethics • empowered bystander intervention • responding compassionately to disclosures • internal and external support services. 	Ongoing	Attendance at workshops delivered to MQ students, with embedded evaluation mechanisms to measure effectiveness	<p>Student-centred approach to education which includes online and face-to-face delivery options.</p> <p>Workshop content developed in consultation with students and from best-practice research.</p> <p>Topics include:</p> <ul style="list-style-type: none"> • definitions of sexual assault and sexual harassment • respectful relationships • consent • active bystander information • support (internal and external services) and reporting pathways • responding to disclosures.
<p>Deliver face-to-face workshops for selected student groups with identified needs and risks relating to sexual assault and sexual harassment, such as:</p>	Ongoing	Attendance at workshops delivered to targeted MQ students, with embedded evaluation mechanisms to ensure effectiveness	<p>Increased student attendance in face-to-face workshops. Student audience has included:</p> <ul style="list-style-type: none"> • HDR Mentors • Mentors • Buddies • Sport and Recreation National Athletes

<ul style="list-style-type: none"> • Higher Degree Research candidates • International students • Sport and Recreation student leaders. 			<ul style="list-style-type: none"> • Women’s Collective Executive • Queer Collective Executive. <p>Face-to-face workshops include a pre and post survey to assess attitudes, knowledge, and skill self-efficacy related sexual assault and sexual harassment prevention/response (such as bystander intervention and confidence in making referrals to support services).</p> <p>Northern Sydney Sexual Assault Service training delivered to Women’s Collective and Queer Collective Executive members.</p>
<p>Consent Matters online learning course made available to all students and staff, via an iLearn RNA portal</p>	<p>Short Term</p>	<p>Significant proportion of students complete Consent Matters</p>	<p>Consent Matters is available via the RNA Community Unit on iLearn.</p>
<p>Explore mandating Consent Matters for students</p>			<p>Implementation of Consent Matters has occurred through a phased process including:</p> <ul style="list-style-type: none"> • Completion on a voluntary basis • Completion communicated as required, with minimal enforcement • Exploration of appropriate mechanism for enforcing Consent Matters. <p>We acknowledge that there is further work to be done on effective implementation of mandating, given constraints imposed by current University systems.</p>
<p>RNA training developed for all staff via online staff learning platform. The online content developed will reflect recommendations from an</p>	<p>Short term</p>	<p>Significant staff uptake of online RNA training</p>	<p>Online training, which includes content from Rape and Domestic Violence Services Australia, has been developed by RNA team and Risk and Assurance. The online training is</p>



<p>organisation with specialist expertise in sexual violence prevention and response</p>			<p>supported by face-to-face training. Further training, appropriate for all staff, is in development.</p>
<p>Conduct an assessment in consultation with Macquarie Human Resources to identify key staff in student facing roles and student leaders to receive responding to disclosures and vicarious trauma training. Selected staff in student-facing roles with identified needs and risks related to responding to disclosures and reports of sexual assault and sexual harassment may include:</p> <ul style="list-style-type: none"> • Student Wellbeing staff • security officers • staff dealing with administrative procedures such as student complaints, special consideration, and withdrawal without penalty • UBAR staff 	<p>Short term</p>	<p>Significant uptake by staff of online RNA training</p> <p>Staff with student-facing roles and student leaders receive further training developed by an organisation with expertise in sexual violence prevention</p>	<p>July 2019, Blue Knot Trauma Informed Care and Practice (Level 1) Training:</p> <ul style="list-style-type: none"> • Included staff from key relevant areas such as RNA, Student Wellbeing administration, Student Engagement, Student Advocacy and Support Services, Student Connect, Security, and Accommodation Partners. <p>Online training, which includes content from Rape and Domestic Violence Services Australia, has been developed by RNA team and Risk and Assurance. The online training is supported by face-to-face training. This has been piloted with 81 staff from different organisational areas and will now be implemented more broadly with staff in student-focused roles.</p>
<p>Provide awareness-raising opportunities for staff around responding to disclosures</p>	<p>Short term</p>	<p>Staff participation and engagement in responding to disclosures awareness education</p>	<p>Information about the Student Policy, supporting students and reporting incidents provided to staff student-focused roles in Faculties, Sports and Recreation and Student Connect.</p> <p>General training for staff in relation to behaviour and sexual harassment, to be developed and implemented by Human Resources.</p>



<p>Establish improved understanding of the needs of the international student cohort in relation to sexual assault and sexual harassment</p>	<p>Medium term</p>	<p>Standalone project delivered with student assistance that responds to identified needs of the international student cohort</p>	<p><i>Session 1 2019</i> - Completed Project with PACE Student</p> <ul style="list-style-type: none"> Literature review to explore the needs of international students in relation to sexual assault and sexual harassment. <p><i>Session 2, 2019</i> – 5 Peer Educators engaged with a focus on developing content for international students.</p>
<p>Promote opportunities and incentives for students to participate in research, training and awareness-raising activities</p>	<p>Ongoing</p>	<p>Students engaged as co-facilitators in RNA workshops</p>	<p><i>Session 2, 2018</i> – Pilot Peer Educator program; Peer Educators engaged as co-facilitators and co-creators of RNA workshops</p> <p><i>Session 2, 2019</i> – expansion of Peer Educator program; 5 Peer Educators engaged as co-facilitators and co-creators of RNA workshops, with a focus on developing content for international students.</p>
		<p>PACE internship opportunities created within the RNA team each semester</p>	<p><i>Session 2, 2018</i>– PACE Undergraduate Student Projects which focused on:</p> <ul style="list-style-type: none"> Narrative review of sexual assault/sexual harassment education strategies and approaches Facilitation of focus groups with students (domestic, international, undergraduate, and postgraduate) to explore accessibility, inclusiveness, and comprehensibility of Policy. <p><i>Session 1, 2019</i> – PACE Postgraduate Project focus on International Students (as above).</p> <p><i>Session 2, 2019</i> – PACE Undergraduate Project which will focus on:</p> <ul style="list-style-type: none"> Development of RNA awareness-raising campaign.

		RNA Student Advocate Program established	<i>Peer Educator program expansion has meant that Advocate program will be reconsidered for implementation.</i>
		RNA workshops credited as part of the GLP	Scoping of workshops credited through GLP and Australian Higher Education Graduation Statement (AHEGS). RNA workshops credited as part of Macquarie University Mentors Program.
		Student-led RNA awareness-raising activities held on campus	Increase in student-led RNA initiatives such as Peer Education program and PACE projects.

3. Support services

AHRC recommendation: Audit of university counselling services. Improve awareness of support services

Macquarie's Action	Time Frame	Performance Measure	Key Updates
Conduct an independent, expert-led audit of Macquarie counselling services	Completed	Independent, expert-led audit of counselling services completed	Completed in March 2018 by Western Sydney University. The audit included a review of: support referral pathways for students accessing services, services and support offerings to students who seek support following sexual assault/sexual harassment, training received by practitioners to assist with responses to referrals relating to sexual assault/sexual harassment, and response times to urgent requests from students.



Create a student care team to meet the demand of students who require emergency care	Completed	Student Care and Trauma team established	Completed
Coordinate specialist training for counselling staff	Ongoing	Specialist training in responding to sexual assault and sexual harassment to be completed by all staff offering counselling and psychological services to students via Student Wellbeing	July 2019: Blue Knot Trauma Informed Care and Practice (Level 2) training for Student Wellbeing psychologist staff. Feedback given regarding Universities' Australia proposed training for counselling staff at Universities, which focuses on responding to sexual assault.
Develop relationships with external services to enable referral of students to services where necessary	Ongoing	Developed and maintained links with relevant local agencies, such as R&DVSA, NSSAS and Ryde Police	Ongoing relationship building and engagement with external services, such as Northern Sydney Sexual Assault Service <ul style="list-style-type: none"> Northern Sydney Sexual Assault Service training delivered to Women's Collective and Queer Collective Executive members.
Improve staff and student knowledge of internal and external support services available relating to sexual assault and sexual harassment	Ongoing	Improved knowledge of referral pathways to Student Wellbeing among staff and students Improved knowledge of referral pathways to external supports among staff and students	RNA information sessions for staff and student focuses workshops includes referral information for Student Wellbeing. Distribution of RNA information cards which includes contact information for Student Wellbeing and external support services. Student Sexual Assault/Sexual Harassment Policy/Procedure and Guide includes information for internal and external support: <ul style="list-style-type: none"> Includes information for diverse student groups who are part of the Macquarie student community.

4. *Policies and procedures*

AHRC recommendation: Independent review of policies and pathways in relation to sexual assault and sexual harassment

Macquarie's Action	Time Frame	Performance Measure	Notes
Develop effective policy coverage	Short term	Develop and enact a single sexual assault and sexual harassment policy	<p>Completed – Student Sexual Assault/Sexual Harassment Policy implemented in Session 1, 2019. The Policy provides a framework for support and reporting relating to incidents, and response to reports at Macquarie.</p> <p>Staff Sexual Harassment Prevention and Response Policy implemented Session 2, 2019. The Policy enhances existing Macquarie University policy framework around appropriate workplace behaviours (e.g. Discrimination, Bullying and Harassment Prevention Policy and Staff Code of Conduct) by placing specific focus on sexual harassment.</p> <p>Both Policies developed in comprehensive consultation with stakeholders across the University and can be found on Policy Central.</p>
Review and improve procedures and pathways, updated in line with UA best practice guidelines	Ongoing	<p>Existing pathways for managing reports and complaints mapped and assessed for effectiveness</p> <p>First line of response and reporting channels for HDR candidates strengthened</p>	<p>Evaluation of the effectiveness of our University framework for support, reporting and responding to reports is ongoing. This occurs through seeking feedback from users of internal University support and report mechanisms on timeliness, effectiveness of response and outcomes. This information will also be used to evaluate the Student Sexual Assault/Sexual Harassment Policy and Procedures.</p>

		Procedures revised and/or developed to respond to reports and complaints of sexual assault and sexual harassment; procedures must safeguard the safety and wellbeing of the individual, must be easily understood, easily accessed, refer to specialist support, and offer flexibility	
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5. *University colleges and residences*

AHRC recommendation: Residential colleges and university residences should commission an independent, expert-led review.

Macquarie's Action	Time Frame	Performance Measure	Key Updates
Promotion of online learning course Consent Matters and RNA workshops in residential settings	Ongoing	Significant uptake in Consent Matters by residents	<p>Dunmore Lang College:</p> <ul style="list-style-type: none"> • Online Completion of Consent Matters made compulsory from 2017 (new enrolments for 2018) • Online induction module which includes orientation to the College facilities, people, values & expectations including: Where to get help (RAs, staff, etc); meet your RAs and introduction to College values & expectations. <p>Robert Menzies College:</p> <ul style="list-style-type: none"> • Consent Matters is compulsory for all incoming residents.



			<p>Macquarie University Village:</p> <ul style="list-style-type: none"> Residents required to complete sexual assault, sexual harassment and consent online module prior to arrival.
Assist accommodation partners to develop agreed standards regarding responses to sexual assault and sexual harassment impacting Macquarie student residents	Short term	<p>Minimum standards regarding accommodation provider responses agreed</p> <p>Policies, procedures and pathways from all accommodation partners that align with those of Macquarie</p>	<p>Dunmore Lang College:</p> <ul style="list-style-type: none"> Sexual Harassment and Sexual Assault Policy has been reviewed by College staff and legal advisers (2019) Aligns with Macquarie University Student Sexual Assault and Sexual Harassment Policy/Procedure.
Deliver a train-the-trainer program to residential advisers	Short term	Train-the-trainer program facilitated to residential advisers	<p>Responding to Disclosures and Active Bystander Intervention training delivered to:</p> <ul style="list-style-type: none"> Robert Menzies College RAs Dunmore Lang College RAs Morling Residential College RAs Dayman and Herring Road RAs. <p>Further work to be done for train the trainer program.</p>
Support accommodation partners to commission an independent, expert-led review of existing systems and culture for the effective prevention of and response to sexual assault and sexual harassment	Short term	Independent, expert-led review of the factors that contribute to sexual assault and sexual harassment in their settings commissioned	<p>Dunmore Lang College:</p> <ul style="list-style-type: none"> A survey of students and parents was run by an external provider in partnership with RMC. The survey results have been collated and presented to College management with a copy to Macquarie University HR. All key results for support, community values etc. were scored in the 90th percentile. Feedback regarding experiences of disrespectful behaviour, assault/ harassment and/or

			<p>bullying were all scored rarely to not at all. Student focus groups to follow up on feedback and gain more in-depth comments will be held in Semester 2.</p>
<p>Other initiatives</p>			<p>Dunmore Lang College</p> <ul style="list-style-type: none"> • Integrated student programme of workshops, presentations, support structures and information provided to students.). All first year/ incoming students (2019) complete the CSU workshop: Playing Right. <p>Robert Menzies College:</p> <ul style="list-style-type: none"> • Counsellor developing an in-house contact list with specialist information • Procedures developed to respond to reports and complaints of sexual assault/sexual harassment • Regular reporting to RMC Board’s Risk Committee • Converge International review of RMC’s handling of incidents and procedures • National Association of Australia University Colleges Bystander training in O-week and TwO-Week. <p>Macquarie University Village:</p> <ul style="list-style-type: none"> • All staff completed Sexual Assault and Sexual Harassment First Responder Training and Information Sessions conducted by the Gendered Violence Research Network.

6. Communication

AHRC recommendations: Communications for staff and students which target attitudes and behaviours germane to sexual assault and sexual harassment. Provide information about university reporting avenues to staff and students.

Macquarie's Action	Time Frame	Performance Measure	Key Updates
Increase community awareness of the RNA Project, sexual assault and sexual harassment prevention and response at Macquarie	Ongoing	<p>RNA communications strategy for staff and students developed</p> <p>RNA represented at MQ community events</p> <p>Student-illustrated RNA posters developed and distributed</p> <p>RNA information presentations facilitated to staff across MQ</p> <p>RNA included into HR onboarding processes and student orientation</p>	<p>Ongoing RNA presence at MQ community events such as O-week, RE: Conception, and Macquarie Essentials night, and attendance at community events such as accommodation provider events (such as Macquarie University Village Orientation, Morling Residential College Welcome event), Student Group awards.</p> <p>RNA Information sessions presented to Academic departments around the University.</p> <p>RNA information sessions included in orientation for MQ and MUIC students and included in training for mentors and buddy programs.</p> <p><i>Respect. Now. Always.</i> Community Unit iLearn site available for staff and students. iLearn site includes information about:</p> <ul style="list-style-type: none"> • Getting support, giving support, and making a report to Macquarie University • Consent Matters and face-to-face workshops • Multi-lingual resources about general sexual assault and support information.

			<p>Posters with information displayed in colleges (RMC) and Reporting action charts redesigned and distributed to students in Session 1, 2019 (DLC).</p>
<p>Increase community awareness of RNA-related policies, procedures and pathways</p>	<p>Ongoing</p>	<p>RNA website content regularly reviewed and updated</p> <p>Digital content added to increase visibility of Student Wellbeing</p> <p>Video outlining staff responsibilities and expectations in relation to responding to disclosures developed and widely disseminated</p> <p>Sexual assault and sexual harassment policy communicated to the MQ community in a format that is accessible to all staff and students, including: people from culturally and linguistically diverse backgrounds and people living with disability</p> <p>Reporting obligations and decision-making thresholds communicated clearly to the University community</p>	<p>Website content is currently under review and updates have been made according to Policy implementation and updated support/report pathways.</p> <p>Policy and Procedure Support and Report face-to-face information sessions delivered to:</p> <ul style="list-style-type: none"> • Faculty of Arts HDR • Department of Geography and Planning • English Department • Widening Participation • Women’s Collective • Student Connect • Faculty of Human Sciences Student Centre • Sports and Recreation (Nationals Support Staff) • Faculty of Human Sciences Executive Committee • Faculty of Medicine and Health Science Admin • Department of Modern History, Politics, and International Relations • Student Advocacy and Support Services (scheduled for mid-August) • Ubar staff (scheduled for mid-August) • Faculty of Science and Engineering (scheduled for late August). <p>Policy, Procedure, and Guide information also provided to all Accommodation Partners.</p>

7. Monitoring and evaluation

AHRC recommendations: Evaluate activities to ensure that they have been effective in increasing awareness among staff and students. Collect information about individual disclosures and reports of sexual assault and sexual harassment. Universities should engage an independent body to conduct the National University Student Survey on Sexual Assault and Sexual Harassment at three-yearly intervals.

Macquarie's Action	Time Frame	Performance Measure	Notes
Design a long-term monitoring and evaluation framework to assess the RNA Project and education workshops	Ongoing	Longitudinal monitoring and evaluation framework embedded	Ongoing monitoring and evaluation tools embedded in workshops (detailed information in section 2).
Explore developing a centralised non-complaint-based reporting system, with consideration of issues related to reliability of data, their use and confidentiality	Short term	Report submitted to the RNA Implementation Committee for review	Completed – Online reporting capacity implemented which allows students and staff to make reports about incidents involving students, including anonymous reports – supported by Student Sexual Assault/Sexual Policy and Procedure.
Commitment to participate in the next National University Survey on Sexual Assault and Sexual Harassment	Long term	Participation in the next national University survey on Sexual Assault and Sexual Harassment	Macquarie University has committed to participating in the next national University survey on Sexual Assault and Sexual Harassment.