

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

Recommendation no.	Action taken since last milestone report in February 2019	Planned/future action
<p>Recommendation 1</p> <p>Vice-Chancellors should take direct responsibility for the implementation of these recommendations, including decision-making and monitoring and evaluation of actions taken.</p> <p>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.</p> <p>The advisory body should report directly to the Vice-Chancellor of each university and include representatives from:</p> <ul style="list-style-type: none"> • the university’s senior leadership • the student body • academic staff 	<ul style="list-style-type: none"> • In 2017, Swinburne formed the RNA Taskforce, which reports directly to the Vice Chancellor. • The Taskforce includes representatives from the university’s senior leadership (academic and professional), student groups, residential services, student wellbeing and support services and legal services. Additional expertise is drawn upon as required. • Terms of Reference were developed and the Taskforce met on a six-weekly basis throughout the years of 2017, 2018 and 2019. • Senior members of the Taskforce were assigned to relevant recommendations as project leads. Project leads then developed action plans for their allocated recommendations. Project leads and action plans were further refined following the 	<ul style="list-style-type: none"> • From 2020 onwards, new actions arising from the RNA Taskforce directives are to be implemented and monitored by the university’s Health Promotion and Primary Prevention (HPPP) team in collaboration with specific members of the Taskforce as appropriate. • Taskforce members will be kept up-to-date on the progress of all RNA initiatives through a 6-monthly report that will be sent around by the HPPP team. • This revised approach will be reviewed in 2021

<ul style="list-style-type: none"> residential colleges affiliated with the university student services, such as: counselling services, medical services and campus security, and frontline sexual assault services. <p>The advisory body should be responsible for developing an action plan for the implementation of these recommendations.</p> <p>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.</p> <p>The advisory body should assess and publicly report on the university's progress towards implementation of these recommendations within 18 months.</p>	<p>release of the report from the external review in September 2018.</p> <ul style="list-style-type: none"> Since the beginning of 2020, the bulk of the project work related to RNA has been completed by the university's newly formed Health Promotion and Primary Prevention (HPPP) team in consultation with specific members of the Taskforce as appropriate. The Taskforce provides reports to the Vice-Chancellor, the Executive Team and Council about progress made against the recommendations and other initiatives. 	
<p>Recommendation 2</p> <p>Universities develop a plan for addressing the drivers of sexual assault and sexual harassment that:</p>	<ul style="list-style-type: none"> A stocktake of the university's primary prevention training was taken, and a matrix developed to identify current and prospective training programs and their target cohorts. This will continue to be 	<ul style="list-style-type: none"> From semester 1 2021, Swinburne plans to expand the roll-out of Consent Matters and offer the module to all Swinburne students using the Canvas platform. The module will

<ul style="list-style-type: none"> • 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. <p>Education programs and communications should:</p> <ul style="list-style-type: none"> • target all levels of the organisation – current and future students, staff, residential colleges, public transport to/ from university, 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. 	<p>reviewed and modified as required and the effectiveness of each of the training modules will be assessed on an ongoing basis.</p> <ul style="list-style-type: none"> • The university implemented the Consent Matters: Boundaries, Respect and Positive Intervention module on a compulsory basis for specific cohorts including, students living on campus, student volunteers and students attending overnight university-related trips. • Resources and other items of campaign dedicated to responding to and preventing sexual assault and harassment have been developed and widely dispersed since 2017 including: factsheets, postcards, brochures, staff and student news articles, social media content, merchandise etc. • Reporting of sexual assault and harassment through the Safe@Swin app has been promoted. • Mate Bystander Training workshops have been delivered to over 150 staff members across three campus locations, addressing the issues of gender equity and bystander 	<p>be compulsory for selected cohorts and heavily promoted to all other students.</p> <ul style="list-style-type: none"> • In 2021, Swinburne will launch a university-wide inclusiveness campaign addressing topics of gender equity and its link to gender-based violence; the role of healthy masculinity in preventing violence against women; and LGBTIQ+ inclusion. • Primary prevention student volunteers will receive specialised training in the prevention of gender-based violence. This training will be delivered by Women’s Health East and aim to assist the students in co-designing initiatives. • Swinburne will work to deliver the sexual health and healthy relationships eLearning program for international students developed by Family Planning Victoria. • Swinburne will continue the delivery of current primary prevention programs subject to evaluation. • In 2021, Swinburne Residences will continue with the following training and awareness/education programs:
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	<p>action. The training was evaluated throughout to inform program delivery.</p> <ul style="list-style-type: none"> • A review of the Consent Matter module was completed by Centre for Social Impact in 2019 to determine whether the module has been effective and fit for purpose during its roll-out to Swinburne residential students. This has paved the way for a proposed expanded roll-out to all students via Canvas in 2021. • During 2019 and 2020, Swinburne delivered the student-led Be a Better Human campaign. The campaign is delivered online, and through on-campus activation events. The campaign addresses key topic of sexual assault, consent, and bystander action. It also raises awareness of the underlying drivers of gender-based violence, including gender inequality and adherence to unhealthy masculine stereotypes. • A team of student volunteers dedicated to primary prevention have been recruited and trained to deliver peer-led interventions. 'Team Respect' has delivered online primary prevention initiatives throughout the pandemic in 2020. 	<ul style="list-style-type: none"> ○ Resident Advisors will receive awareness training on responding to sexual assault and sexual harassment and the bystander framework. ○ Education and awareness program for all residents on a broad range of respectful behaviours. These programs will be on-going and delivered using a variety of delivery modes such as presentations, posters and online.
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	<ul style="list-style-type: none"> • Swinburne Residences also delivers a comprehensive primary prevention program using both face-to-face and online delivery. Topics covered include: responding to disclosures of sexual violence, how to be an active bystander, respectful behaviours, respectful relationships, sexual health and drugs and alcohol. • Swinburne supported Family Planning Victoria with the development of a sexual health and healthy relationships eLearning program for international students. Swinburne staff facilitated focus groups of international students to aid in the development of these resources. • Swinburne has partnered with Chisholm Institute, Melbourne Polytechnic and the Office for Women to deliver the Victorian Government funded TAFE sector pilot project addressing the prevention of family violence. Peer-led interventions re: harmful behaviours and bystander action have been developed and delivered. 	
<p>Recommendation 3</p>	<ul style="list-style-type: none"> • Clear and accessible guidelines have been developed for students around what support is available and what happens after they report an incident of sexual assault or 	<ul style="list-style-type: none"> • Work is underway to incorporate all sexual assault and sexual harassment guidelines

<p>In order to ensure students and staff know about support services and reporting processes for sexual assault or sexual harassment, universities should:</p> <ul style="list-style-type: none"> 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 	<p>sexual harassment. These guidelines are published on the Swinburne website and in print form.</p> <ul style="list-style-type: none"> Sexual assault and sexual harassment procedures and support services are promoted during orientation through multiple channels, including face-to-face presentations, all-student emails, peer-to-peer engagement activities, web pages and print resources. Information regarding sexual harassment is covered within the Working Together module that all staff are required to complete. This is further extrapolated in the Positive Workplace Behaviours program (face-to-face) which all Managers are required to complete. An anonymous reporting mechanism has been incorporated into the Safer Community online reporting form to enable anonymous reporting of sexual assault and sexual harassment for those who wish to conceal their identity. Swinburne has developed guidelines for staff on responding to disclosures of sexual assault, including requirements for incident investigations and actions that can be 	<p>into a dedicated tab on the newly developed centralised Swinburne app.</p> <ul style="list-style-type: none"> Support and reporting options will be promoted to students on an ongoing basis through multiple channels during O-Week and throughout the year. Support and reporting options will also be promoted in conjunction with primary prevention programs. Promoting of support services and reporting processes for sexual assault and sexual harassment will be incorporated in the revised communications strategy that will be used to deliver online training for responding to disclosures of sexual violence.
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<p>staff, including: people with disability, people from CALD backgrounds, and</p> <ul style="list-style-type: none"> • develop relationships with external services (local sexual assault service, local hospital) to enable referral of students to these services where necessary. <p>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.</p>	<p>taken by the university if there is a perceived threat to the broader community.</p> <ul style="list-style-type: none"> • A Standard Operating Procedure for reporting to Victoria Police has been developed. • The Safer Community and Counselling and Psychological Services teams have pre-existing and ongoing relationships with external referral services. • Internal and external services are widely promoted through Swinburne webpages and print resources related to sexual assault and sexual harassment. • Swinburne actively promote anonymous reporting through South Eastern Centre Against Sexual Assault. • Online guidance on the Swinburne website regarding the university's support and response services in relation to sexual assault and harassment has been consolidated and presented in a manner that is accessible and clear to users. 	
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<p>Recommendation 4</p> <p>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.</p> <p>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:</p> <ul style="list-style-type: none"> • secure 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 	<p>Swinburne commissioned an independent, expert-led review of existing university policies and response pathways and prevention initiatives in relation to sexual assault and sexual harassment. The review, conducted by PWC, noted many instances of good practice and highlighted areas for improvement.</p> <p>The full independent report was released in September 2018. The recommendations within the report then informed the work of the RNA Taskforce for the remainder of 2018 and throughout 2019.</p> <p>Since September 2018, action has been taken to address the following key areas for improvement:</p> <ul style="list-style-type: none"> • Primary prevention • Early intervention • Incident/emergency response • Counselling, support and recovery • Investigation/disciplinary processes • Continuous improvement • Recording and reporting 	<p>Strategies and programs that have been implemented in response to the review will be continuously evaluated regarding their effectiveness and any outstanding actions will continue to be addressed.</p> <p>Primary prevention training programs will be evaluated continuously and improved or replaced to meet best practice.</p>
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<ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • Policies and procedures • Roles and responsibilities • Culture and capabilities 	
<p>Recommendation 5</p> <p>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.</p> <p>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.</p>	<ul style="list-style-type: none"> • Security, Safer Community and People Assist staff have been required to complete the Responding to Disclosures of Sexual Violence module. The module was also made available on the staff intranet for other staff to complete voluntarily. • The sexual assault and sexual harassment response guidelines have been widely circulated and published on the staff intranet. • Swinburne Residential Advisors receive face-to-face training from Eastern Centre 	<p>The university's approach to training around responding to disclosures of sexual assault will be reviewed on an ongoing basis and alternative approaches considered (e.g. the newly released Universities Australia module that was produced in partnership with the Australian Psychological Society).</p> <p>Swinburne will review its staff communications plan to ensure the training module is appropriately promoted to all staff.</p> <p>The university will continue to work with ECASA to offer face-to-face training in responding to</p>

	<p>Against Sexual Assault (ECASA) on responding to disclosures of sexual assault.</p> <ul style="list-style-type: none"> Staff members within the Wellbeing at Swinburne and Safer Community teams have received face-to-face training from ECASA on responding to disclosures of sexual assault. 	<p>disclosures to staff in frontline support services roles.</p>
<p>Recommendation 6</p> <p>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:</p> <ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> The existing systems used for data capture and reporting in relation to sexual assault and sexual harassment have been reviewed, with a formal process for manual reconciliation and consolidation of information developed. A process has been developed for regular formal reporting to Swinburne’s Executive Leadership Team of aggregated recorded data on incidents of sexual assault and sexual harassment. Data recorded and reported up includes the number of incidents reported, the university’s response, the outcome (including sanctions), and high-level trend analysis over the available data. The university provides an opportunity for complainants and respondents to provide feedback on the process through newly 	<ul style="list-style-type: none"> Data of incidences will continue to be reviewed by the Executive Leadership Team to enable continuous improvement of the university’s processes. The university’s data collection and confidentiality practices align with Recommendation 6.

<ul style="list-style-type: none"> 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. <p>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.</p> <p>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.</p>	<p>developed feedback forms on the Wellbeing at Swinburne and Safer Community web pages.</p> <ul style="list-style-type: none"> Data on the number of reported incidents of sexual assault and sexual harassment are published on the Swinburne website. 	
<p>Recommendation 7</p> <p>Within six months of this report, but as soon as possible, universities should conduct an audit of university counselling services to assess:</p> <ul style="list-style-type: none"> the capacity of university counselling services to respond to students’ requests for counselling in an appropriately timely manner, and 	<ul style="list-style-type: none"> This recommendation was addressed through the external expert-led review outlined above in recommendation 4. The review completed by PWC audited Swinburne’s counselling service and assessed its adequacy, capacity, training and data collection. In addition, this was also addressed above in recommendation 6 with respect to data collection. 	<ul style="list-style-type: none"> The university will continue to evaluate effectiveness of initiatives that have already been delivered and alter approach accordingly.

<ul style="list-style-type: none"> • how many university counselling staff have received training in working with sexual assault survivors. <p>As part of this audit, universities should collect data on:</p> <ul style="list-style-type: none"> • 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. <p>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 harassment.</p> <p>If additional counselling services are required, universities should ensure that these additional resources are in place as soon as practicable.</p>	<p>The following tasks were also completed in support:</p> <ul style="list-style-type: none"> • Strengthened referral pathways to counsellors. • All counselling and nursing staff received training in working with victim-survivors of sexual assault. • Co-location of an ECASA, EDVOS (specialist family violence service in Melbourne’s Eastern Region) and Alcohol and Other Drugs (AOD) counsellor within Swinburne’s wellbeing services. • Case management with Wellbeing services, ECASA/EDVOS/AOD counsellors. • Two restructures undertaken to better service students. • Waiting times have been reduced through the implementation of a triage service for both mental health and medical. • Counselling waiting times are monitored on a weekly basis. 	
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<p>Recommendation 8</p> <p>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.</p>	<ul style="list-style-type: none"> • It is our understanding that Universities Australia will commission this survey on behalf of Australian universities. 	<ul style="list-style-type: none"> • The university is committed to participating in future surveys.
<p>Recommendation 9</p> <p>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.</p> <p>This review should consider:</p> <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • This recommendation was addressed through the external expert-led review outlined above in recommendation 4. The review completed by PWC assessed the policies and response pathways of Swinburne Student Residences specifically, as well as from a whole-of-university perspective. • The following tasks were also completed in support: <ul style="list-style-type: none"> ○ Updated Swinburne Student Residences Code of Conduct in 2019 ○ Updated the Standard Operating Procedures for Banned Persons 	<ul style="list-style-type: none"> • Student Residential Services remain committed to: <ul style="list-style-type: none"> ○ Taking appropriate actions to respond to allegations/complaints made by residents with regards to sexual assault/sexual harassment/disrespectful behaviours in the Residences. ○ Ensuring that all residents complete the Consent Matters module as a condition of moving into the Residences. ○ Training for Resident Advisors on how to respond to sexual assault/sexual harassment and disrespectful behaviours. ○ Awareness programs for all residents on respectful behaviours in the Residences, drugs and

<ul style="list-style-type: none"> • 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. 		<p>alcohol and available support for victim-survivors.</p>
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