

1.0 POLICY

MacEwan is committed to building and sustaining a respectful workplace which is both diverse and inclusive. The workplace culture is founded upon understanding and mutual respect for the dignity and worth of every person.

In practice, MacEwan's efforts are grounded in an institution-wide commitment to excellence, understanding that the pursuit of excellence is advanced and sustained by a culture that is free from discrimination and harassment.

MacEwan works in partnership with its employees to integrate these principles into all aspects of the MacEwan work experience, ensuring that individuals are treated equitably and that they are not denied opportunity for reasons unrelated to merit or other legitimate grounds.

2.0 RATIONALE AND GUIDING PRINCIPLES

2.1 Purpose

- 2.1.1 The purpose of this policy is to communicate MacEwan's commitment to nurturing a culture that embraces diversity while striving for excellence; and to clarify the principles supporting this commitment.
- 2.1.2 This policy provides a foundation for other operational policies, procedures and programs on matters related to respect for diversity in the workplace.

2.2 Rationale and Guiding Principles

- 2.2.1 MacEwan recognizes that excellence flourishes in an environment that helps employees strive to fulfill their potential, facilitates the open expression of their diverse perspectives through respectful communication, and maintains high standards for students and employees alike.
- 2.2.2 An equitable and inclusive working and learning environment creates needed conditions for faculty and staff to express their creativity and to enhance their contributions.
- 2.2.3 All MacEwan employees share responsibility for achieving and sustaining a culture and environment that is free from discrimination and harassment.

3.0 **SCOPE AND DEFINITIONS**

3.1 **Scope**

This policy applies to all faculty and staff involved in planning and conducting University affairs; using University property or visiting MacEwan campuses or sites.

3.2 **Definitions**

- 3.2.1 **Accommodation** means making changes to certain rules, standards, policies, workplace cultures and physical environments to ensure that they don't have a negative effect on a person because of the person's mental or physical disability, religion, gender or any other protected ground. (Duty to Accommodate – Interpretative Bulletin, Alberta Human Rights and Citizenship Commission 2002).
- 3.2.2 **Administrative staff** means employees designated as executive officers, officers, and administrators as outlined in relevant Board Employment policies.
- 3.2.3 **Discrimination** (for the purpose of this and related policies) means differential treatment, whether intentional or not, of an individual or group of individuals which is based, in whole or in part, on one or more than one of the protected grounds identified in the Alberta Human Rights Act; and which has an adverse impact on an individual or group of individuals, (subject to the good faith, reasonable and justifiable defenses outlined in the Act).
- 3.2.4 **Diversity** is the recognition and acknowledgement of individual differences such as: education, age, gender, sexual orientation, style, ability or disability, religion, ethnicity, culture, or any other characteristics that shapes an individual's attitudes, perspectives and behaviours.
- 3.2.5 **Harassment** is defined as the abusive, unfair or demeaning behaviour towards a person or group that has the purpose or effect of interfering with a person's or group's status or performance, or creating a hostile or intimidating working or learning environment. Incidents of harassment may involve the abuse of power one individual has over another. Legitimate and reasonable efforts conducted to address performance or behavioral issues do not constitute harassment.
- 3.2.6 **Inclusive (inclusion)** means encompassing and embracing differences, whereby the rights of all are respected and valued, and the right to participate fully is honoured.

3.2.7 **Supervisors** are those individuals who have been delegated supervisory responsibility for others working at the University.

4.0 REGULATIONS

- 4.1 MacEwan strives to incorporate principles of diversity, inclusion and equitable treatment in setting policies for the University and, where appropriate, in making decisions at all levels of the institution.
- 4.2 In accordance with relevant legal obligations MacEwan seeks to provide accommodation for individuals, supporting their participation in all aspects of employment.
- 4.3 Discrimination and harassment will not be tolerated at MacEwan; they are contrary to MacEwan's values and are incompatible with behaviours appropriate for an institution of higher learning.
- 4.4 The officer responsible for human resources is responsible for the implementation of this policy and for developing operational policies, procedures and programs to support the University's goals regarding building and sustaining a respectful workplace as they relate to employees.
- 4.5 Administrative staff and supervisors are responsible within the scope of their roles at MacEwan for supporting a culture that embraces diversity while striving for excellence. They must ensure that their direction and guidance for those reporting to them align with these principles.
- 4.6 All employees share responsibility for building and sustaining an environment that is diverse, respectful and protects the human rights of all of its faculty and staff.
- 4.7 Responsibility for compliance with MacEwan policies and procedures extends to all members of the MacEwan community. Non-compliance may create risk for MacEwan and will be addressed accordingly.

FACT SHEET

Relevant Dates:

Approved:	2009.09.10
Effective:	2009.09.10
Next Review:	2014.09

Source: Modification History

2009.09.10	New Foundational Policy (Replaces D1120 Discrimination). Approved by Board Motion 02-9-10-2009/10.
2009.10.08	Terminology updated to reflect name change to Grant MacEwan University. Approved by Board motion 01-10-8-2009/10

Accountability:

Office of Accountability:	Vice President University Services
Office of Administrative Responsibility:	Director, Human Resources
Approved By:	Board of Governors
Contact Area:	Human Resources.
Authority:	MacEwan Mission and Values, MacEwan HR Vision, Mission and Values, Alberta Human Rights Act

References:

Alberta Human Rights Act
Duty to Accommodate – Interpretative Bulletin, Alberta Human Rights and Citizenship Commission 2002

Related and Associated Matters:

Associated Operational Policies and Procedures: D1120 Duty to Accommodate Employee Needs and Protected Grounds, D1125 Harassment

Related Policies: D5020 Facilities Access and Accommodation (formerly D4154 Accommodation of Physically Handicapped in University Facilities), C5054 Academic Freedom