

Recommendation no.	Action taken since last milestone report in February 2019	Planned/future action
<p style="text-align: center;">1</p> <p><i>Vice-Chancellors take direct responsibility to implement recommendations, including decision-making and monitoring and evaluation of actions taken. Establish an advisory body. Develop an action plan.</i></p>	<p>The University has established a Respect.Now.Always. Advisory Group that reports to the Vice-Chancellor’s Executive to “take responsibility for guiding the implementation of the recommendations from the Change the Course: National Report on Sexual Assault and Sexual Harassment at Australian Universities 2017, the Red Zone Report: An investigation into sexual violence and hazing in Australian University Residential Colleges - End Rape on Campus Australia 2018, and the Universities Australia Guidelines for university responses to reports of sexual assault and sexual harassment.”</p> <p>Since formation, the group has developed the USQ Respect.Now.Always Action Plan and has overseen its implementation; the majority of actions are either completed or well underway. Since the last milestone report in February 2019, the advisory group have continued to meet on a regular basis.</p> <p>Membership of the Advisory Group includes:</p> <ul style="list-style-type: none"> • Chair: Pro Vice-Chancellor (Students) • Executive Dean for each Faculty • Executive Director (Campus Services) • Director (Research Training and Development) • Director (Student Success and Wellbeing) • Director (Student Engagement & Leadership) • Director (Workforce Strategy and Development) • Associate Director (Health & Wellness) • 2 x student representatives • 2 x representatives from community sexual assault support services in Toowoomba and Ipswich 	<p>The Respect.Now.Always Action Plan is due for renewal as many initial actions have been completed or adopted as standard practice throughout the University community. The Advisory Group will oversee development of the updated Action Plan and will coordinate its ongoing communication strategy. As part of this development, the Advisory group will evaluate the impact and success of the implemented action items which will inform future actions.</p>

<p style="text-align: center;">2</p> <p><i>Universities develop a plan for addressing the drivers of sexual assault and sexual harassment that includes education programs, and identifies existing resources and communications campaigns that reinforce key messages</i></p>	<p>A core focus of the Respect.Now.Always Action Plan addressed education programs, evaluation of existing resources and supports as well as an overarching communication strategy.</p> <p>An online student module called “Respect Starts with U @ USQ” to complement the other educative strategies the University runs has been developed and was launched in Orientation Week 2018. The online training covers topics such as:</p> <ul style="list-style-type: none"> • Why the RNA campaign exists • What is consent? • Understanding sexual harassment and assault • Looking out for others and taking action • Supporting a disclosure of sexual harassment or assault • Supports available at USQ and in the community. <p>Since the last milestone report the module has continued to be available to all staff and students. The modules is compulsory for all residential college students to complete at the commencement of each new semester. The modules is also mandatory for identified staff through the University and for all Residential College staff.</p>	<p>Education will remain a core priority in the redeveloped Respect.Now.Always Action Plan. The student Respect Starts with U @ USQ education module is currently being updated and will be extended to include a ‘refresher’ module for those completing the module more than once (ie, at the start of each new semester). All-student mandatory completion of the module is now being considered.</p> <p>This training will also become mandatory for all staff and students representing the University through DFAT funded programs to ensure compliance with the Preventing Sexual Exploitation, Abuse and Harassment Policy.</p> <p>New positions within the University will be assessed for requiring mandatory ‘Respect Starts with U @ USQ’ training.</p> <p>Additionally, the Action Plan will address an extension of the existing Respect.Now.Always communication strategy as the University develops its final Policy and Procedures.</p>
<p style="text-align: center;">3</p> <p><i>Universities should ensure students and staff know about support services and reporting processes for sexual assault or sexual harassment</i></p>	<p>The University has developed an online space www.usq.edu.au/respect which is a hub for information regarding supports and processes around sexual assault and harassment. Additionally, guidelines for responding to disclosures of sexual assault and sexual harassment have continued to be distributed widely across the University and are online. These resources include: where to get help (both internal and external to the University); how to report a concern or incident; information on counselling and medical services, campus security, local sexual assault services, police, and</p>	<p>As the University develops its final Policy and Procedures concurrently with the redeveloped Respect.Now.Always Action Plan, a whole-community communication strategy will remain a priority. Existing and future communication strategies will include promotional campaigns to raise awareness, more access points for reporting and clearer processes around responding to and monitoring for staff who receive disclosures and complaints.</p>

	<p>hospitals. The guidelines also provide steps to ensure the safety and support for the person disclosing a SA or SH.</p> <p>The dedicated College Wellness Educator position has continued since the last report. This position, based in Residential Colleges, acts as a triage and referral point for residents and ensuring they are linked with appropriate services. The College Wellness Educator in conjunction with the USQ Health Service, runs health promotional workshops on topics such as sexual health, consent, bystander intervention, SA and SH.</p> <p>The University has continued to maintain relationships with the Toowoomba and the Ipswich sexual assault support services for referrals and sharing of resources and information.</p> <p>USQ's 24/7 Student Advice Line continues to be available for students, and has been provided with protocols on where to direct students for support should they phone the advice line directly. This support has been available and communicated to all students for over 7 years.</p> <p>The University has run promotional campaigns both digitally and on campus throughout 2020, covering the following topics:</p> <ul style="list-style-type: none"> • Recognise sexual violence. Respond with appropriate care. Refer to support services (awareness raising & visit website for RNA resources and online module). • What does support sound like? (awareness raising & visit RNA website for more information) • Report (encouragement to report incidences of sexual assault and sexual harassment and visit the RNA website to report) 	<p>As previously referenced, ongoing education and training opportunities will be continued and extended for identified categories of staff and for all students. These training modules contain information about accessing supports and resources.</p> <p>The university will continue to run promotional campaigns to raise awareness of SA & SH, bystander awareness and healthy relationships. The campaign in 2021 will provide an increased focus on raising awareness of SH and healthy relationships in the online environment.</p> <p>The University has also proposed the development of a 'Safer Communities' framework which includes dedicated resource for engagement, communication and training based in the Student Success and Wellbeing team. The framework will also include the communication around safety and wellbeing for the University community.</p>
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<p style="text-align: center;">4</p> <p><i>Within a year, universities should commission an independent, expert led review of existing university policies and response pathways in relation to sexual assault and sexual harassment, to assess effectiveness and make specific recommendations to universities about best practice responses.</i></p>	<p>The University is in the final stages of approval for an institutional Sexual Assault and Sexual Harassment Prevention Policy and two related procedures (one for staff and one for students). Completion is expected in in December 2020.</p> <p>Also previously referenced, the proposed Safer Communities framework will provide a structure for USQ to consider the many ways in which a culture of safety and respect is cultivated and proactively achieved. It also provides a mechanism for both proactive and reactive initiatives to promote safety during university life. This framework will be responsible for: training and awareness; prevention; early intervention; postvention; central case management; intelligence and reporting.</p>	<p>Once finalised, the University will undertake work on implementing and promoting the formal Sexual Assault and Sexual Harassment Prevention Policy and Procedures which will inform future scheduled and routine reviews of existing policies around safety, discrimination, bullying and harassment and Policies relating to misconduct for staff and students.</p> <p>In addition to this the University is prioritising current compliance with the Preventing Sexual Exploitation, Abuse and Harassment Policy from the Department of Foreign Affairs and Trade, which has broad application to student and staff international mobility.</p> <p>This current and future Policy review and development will be informed by the Respect.Now.Always Advisory Group.</p>
<p style="text-align: center;">5</p> <p><i>Universities should conduct an assessment to identify staff members and student representatives within</i></p>	<p>The University held Empowering Bystander Participation training programs for staff in identified roles who are more likely to receive disclosure and complaints of SA and SH. Responding to disclosures continues to be incorporated into eInduction for new employees and annual refresher training.</p> <p>Online Respect @ USQ training remains available for all staff, and it is a mandatory module for staff in identified roles (including but not limited to, all residential staff, all student support roles and HR staff). This training module includes</p>	<p>Future roles within the University will be assessed for likelihood of receiving disclosures and complaints of SA/SH and will be required to undertake necessary training. Existing training will also be expanded and revised to include a ‘refresher’ for continuing posts.</p> <p>Existing training for students will also be expanded to include a refresher for continuing students with a stronger focus on Bystander Intervention as well as Respectful Relationships.</p>

<p><i>their institution most likely to receive disclosures of sexual assault and sexual harassment and ensure those identified receive appropriate training.</i></p>	<p>Bystander Intervention training as well as receiving and managing disclosures and complaints.</p> <p>Additionally, the Wellness Educator team within Student Success and Wellbeing were required to undertake the Australian Psychological Society's 'Sexual harassment and sexual assault: What are the drivers and how can staff respond?' CPD training module.</p> <p>All residential students are required to undertake the Respect Starts with U @ USQ. Additionally, this module is promoted to all students through the academic year and extensively in orientation periods. In addition to this, Student Representatives and Student leaders are required to undertake this training. The training is absolutely mandatory for residential leaders.</p>	<p>The University will continue to expect 100% completion of existing modules for Residential Students, Student Leaders and Residential Leaders.</p> <p>The University is currently considering the possibility of introducing this training as mandatory for the whole student community and will take future steps accordingly.</p>
<p>6</p> <p><i>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</i></p>	<p>The University has a thorough process for managing all complaints and feedback at USQ. This process includes taking details of the complaint, providing options to the complainant, and ensuring the person is connected with appropriate support/s. The person is made aware of other reporting options as well as the University's obligations and commitments in responding to the complaint.</p> <p>All reports of SA and/or SH, whether they are received through the formal complaints process or are acquired by other service centres at the University, are stored securely and confidentially. Details of all complaints are strictly limited to minimal authorised staff members.</p>	<p>As the University implements the recently developed Policy and Procedures around Preventing Sexual Assault and Harassment, disclosures and complaints will be streamlined into clearly communicated processes for staff and students, however as part of the Safer Communities framework, the University hopes to implement the Advocate Software by Simplicity during 2021. This system will support the University to better manage student conduct and behavioural intervention incidents and cases.</p> <p>Through the centralisation of the case management, the University will be able to better track and evaluate the effectiveness of existing reporting functions.</p>

<p><i>improvement of processes.</i></p>	<p>Should a student wish to make a complaint via the Student Complaints Management Procedure, there is a specific option for a 'sexual assault/sexual harassment' disclosure. A disclaimer about the privacy of the information, who sees it and where it goes, is also included for students. The University is in the process of finalising an anonymous SASH reporting mechanism.</p> <p>Residential Colleges records details in the Star Rez incidents module for any incidents involving college students and details are only accessible by authorised residential college staff.</p> <p>Any disclosures shared through Student Success and Wellbeing are managed and stored in a case management system, accessed only by authorised persons, including counselling and social work staff.</p>	
<p>7</p> <p><i>Within six months of this report, universities should conduct an audit of university counselling services to assess adequacy of capacity and training and undertake data collection.</i></p>	<p>As part of the University's regular review of operations, an audit of the University's counselling services was conducted in early 2017. A subsequent restructure and realignment of Health & Wellness services resulted to improve service delivery. This included increased resources at our Ipswich campus and the addition of an intake team to assist with managing demand. Assessment, triage, drop in and priority appointments are now available daily and as a result there is no waiting list for anyone who may present reporting SA and/or SH.</p> <p>All university student counsellors have received training in sexual assault and domestic violence and this is now a mandatory training requirement for all student Health and Wellness staff from 2018.</p>	<p>Ongoing evaluation and process improvement will be a key theme in the development of the second institutional Respect.Now.Always Action Plan. The previous and outgoing Action Plan largely focussed on the initial assessment of processes and the introduction of new systems and protocols, however the University is now in a position to assess for continuous improvement. This will include the effectiveness of student support services, such as, but not limited to, the Student Success and Wellbeing team.</p> <p>In addition to this, the University is now in a position to evaluate the effectiveness and the impact of training which has been introduced since 2018 throughout the community.</p> <p>As the University implements the finalised Policy and Procedures for Preventing Sexual Assault and Sexual</p>

	University Health and Wellness team continue to maintain close working relationships with sexual support services located within local areas.	Harassment, suitability of reporting mechanism will be evaluated and improved over the next two years.
<p>8</p> <p><i>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.</i></p>	<p>The University had agreed to take part in the national university student survey which was due in 2020, however notes that this has been postponed until 2021 due to COVID-19.</p>	<p>The University is aware that local participation in the previous national survey was below the national average, therefore it is expected that due to the ongoing awareness campaigns and the communication strategies around Respect.Now.Always, it is expected that future participation rates will be higher.</p>
<p>9</p> <p><i>Residential colleges and university residences should consider implementing report</i></p>	<p>The University commissioned an independent review of its Residential Colleges in Toowoomba as part of the Action Plan overseen by the Respect.Now.Always. Advisory Group. This independent review provided the seven recommendations listed below. All seven recommendations have now been implemented.</p> <ol style="list-style-type: none"> 1. Run refresher training sessions with staff and residents 2. Take physical steps to help prevent incidents 	<p>Residential Colleges are recognised as high risk for Sexual Assault and Sexual Harassment, therefore through the dedicated resource of a College Wellness Educator, the University is in a unique position to respond accordingly. Following the independent review in 2019, the University has implemented all recommended actions and will plan for ongoing assessment of the recommendations for effectiveness and impact in the redeveloped Respect.Now.Always Action Plan.</p>

<p><i>recommendations, and commission an independent, expert-led review of the factors which contribute to sexual assault and sexual harassment in their settings.</i></p>	<ol style="list-style-type: none">3. Provide a reporting process flow chart4. Constantly refresh materials used in training5. Provide empowerment training6. Educate on cultural differences and definitions7. Remove uncertainty on when support is available	
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