



ACTION DETAIL SUMMARY

STATUS

| | | | Not Started | In Progress - On track | In Progress - Delayed | At Risk | Complete |
|------------------------------------|-------------------------------|-----------|-------------|------------------------|-----------------------|----------|----------|
| Total Actions: | | 52 | 11 | 29 | 3 | 0 | 9 |
| Total Actions Per Category: | Institutional Culture | 9 | 0 | 5 | 0 | 0 | 4 |
| | Governance | 10 | 1 | 4 | 3 | 0 | 2 |
| | Policy | 13 | 5 | 7 | 0 | 0 | 1 |
| | Support | 6 | 1 | 5 | 0 | 0 | 0 |
| | Awareness Raising & Education | 8 | 1 | 7 | 0 | 0 | 0 |
| | Reporting | 6 | 3 | 1 | 0 | 0 | 2 |



Consent Framework Implementation Action Plan Institutional Culture

| SOURCE | # | ACTION DETAIL | LEAD | RESPONSIBLE | START DATE | DUE DATE | STATUS | COMMENTS |
|--------|-------|---|---|--|-------------|------------|----------------------|---|
| CF 5.1 | 1 | A member of the NUI Galway UMT will have responsibility for the implementation of the Framework | VPED/Co-Chair of CFIWG | CFIWG | 01/01/2019 | 01/09/2019 | Complete | |
| | 1.1 | NUI Galway to establish institutional working group to co-ordinate Framework implementation (CFIWG) | VPED | VPED and SMART Consent PI | 01/09/2019 | 30/09/2019 | Complete | Consent Framework Implementation Working Group established and meeting 6 - 8 weekly since September 2019 |
| | 1.1.i | CFIWG to be comprised of key stakeholders including academics, support services, administration, student union representatives and representatives of at risk groups such as women, those with disabilities, ethnic minority groups, LGBT+ | VPED | VPED and SMART Consent PI, CFIWG members | 01/09/2019 | 30/09/2020 | Complete | CFIWG membership and Terms of Reference revised in September 2020. Membership will be reviewed annually. |
| | 1.2 | Liaison and partnership with external specialist agencies to ensure effective engagement with external structures. GRCC and Garda Liaison officer invited to become members of CFIWG | VPED | Co-Chairs of the CFIWG | 01/01/2019 | 30/09/2020 | Complete | GRCC is an active member of both the CFIWG and all relevant sub-groups focused on training and awareness, reporting and support. Contact is on-going with Garda Liaison Officer. |
| | 1.3 | Develop a trauma-informed approach in relation to reports and investigations for student reports and investigations, including disciplinary hearings; collaborate with external stakeholders, including community organisations working on sexual violence. | Secretary for Governance and Academic Affairs (SGAA)/Dean of Students | Dean of Students | AY2020-2021 | 31/12/2022 | In Progress-on track | Preliminary legal briefings to set out the parameters of disciplinary hearings have taken place; follow up work is now required to develop approach to Hearings. |
| | 1.3i | Develop a trauma-informed approach in relation to reports and investigations involving members of staff; collaborate with external stakeholders, including community organisations working on sexual violence. | Director of HR | Employee Relations Manager | 01/09/2020 | 31/12/2022 | In Progress-on track | Initial work has commenced in term of the report and support tool. Trauma-informed approach likely to involve partnership with relevant professionals in reviewing the process / procedures, while ensuring any changes are still compatible with the institutional safeguards. |

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| 1.3.ii | Enable roll out of Bystander Intervention workshops and Consent workshops | VPED | Deans/Consent* Education Team/CF Co-ordinator | 01/09/2020 | 30/09/2022 | In Progress-on track | Focus on implementation of Active* Consent programme for students and staff. Commitment to 3 Stages of Active* Consent student programme, and 3 levels of staff development programme. E Learning tool for students provides input on Bystander Action. Seas Suas programme another possible student outlet for Bystander work. |
| 1.4 | Survey staff and students regularly to measure the current extent of the problem in order to facilitate monitoring and the recording of responses accordingly(see also 6.1-6.6). | Director of HR/Dean of Students | Director of Planning & Institutional Research | 01/04/2020 | of AY2021-2022. | In Progress-on track | SES survey data collected in February 2020 provides recent profile of issues. On an ongoing basis, to Implement short-form evaluation and needs survey with students. Pilot survey conducted with staff in 2020 to assess involvement potential in student programming and initiatives. |
| 1.5 | Create partnerships with the GRC, Garda Liaison, HSE to ensure consistent and appropriate referral care pathways for both staff and students | Director of HR/VPED | HR Employee Relations Manager/Director of Student Services/Dean of Students | 01/09/2020 | 30/12/2022 | In Progress-on track | GRCC active members of the CFIWG and Garda liaison has an ongoing invitation to join, but have not been in a position to join to date. Good partner and working relations with the HSE in a number of areas and initiatives - building relationships in this space should be a focus for AY 2021-22. Consider established a sub-group of CFIWG to progress this including advertising of GRCC services and so forth. |

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|------------|--------|---|---|---|-------------|--------------|----------------------|--|
| CF 5.2 | 2.1 | NUI Galway should develop a governance structure to ensure the UMT, Academic Council and Údarás na hOllscoile are kept informed of Consent Framework Implementation. | VPED | VPED | 01/09/2019 | 30/09/2020 | Complete | Consent Framework Working Group (CFIWG) reports into EDICC, which in turn reports to UMT and Údarás na hOllscoile via the Equality Diversity and Inclusion Committee (EDIC). |
| CF 5.2 | 2.1.i | Regular reporting on Consent Framework implementation should be made to Údarás na hOllscoile, which has ultimate governance responsibility for Framweork implemetation in NUI Galway. | VPED | Co-Chairs of the CFIWG | 05/06/2019 | Mainstreamed | Complete | This is now mainstreamed as part of the regular written reports provided by the VPED to Equality, Diversity and Inclusion Committee (EDIC) of Údarás na hOllscoile, three times per year. |
| CF 5.3 | 2.2 | NUI Galway shall record statistics on harassment, assault, and rape and report them in the context of the annual strategic dialogue with the HEA | Secretary for Governance and Academic Affairs/Dean of Student | Director of HR (staff), Dean of Students (students) | AY2019-2020 | 31/12/2022 | In Progress-on track | Currently there is reporting for cases arising from formal complaints. In the future there will be 3 main sources of data: Survey identified, Report & Support anonymised reporting data (probably from Semester 1, 2021-22), and formal complaints. These three sources could provide three points of triangulation on the issues. |
| CF 5.2 | 2.3 | NUI Galway to create an easy to use system for students to disclose and report incidents, which would be reflected in a high level of awareness and understanding among both students and staff | Dean of Students | Director of Student Services | 01/09/2019 | 31/12/2021 | In Progress-delayed | NUI Galway is part of a DES funded consortium that has scoped a reporting and support tool for used in this context. Unfortunately talks with the preferred vendor have been terminated due to irresolvable contractual matters. Procurement for a new provider is underway led by HEA, as of January 2021. NUI Galway has representation on the Steering Group of this project (PMACN). |
| CF 5.2 | 2.3.i | An awareness raising and educational programme on consent, including the use of the report and support tool, to be developed and provided for both students and staff - see also 5.1 - 5.7. | VPED | CFIWG, SMART Consent* Team, CF Co-ordinator | 08/09/2020 | 31/12/2022 | In Progress-on track | 90% of First Year UG intake Autumn 2020 took part in online live consent workshops. NUI Galway is a pilot site for Active* Consent 3 Stage student programme and is leading the development of a staff development programme to be piloted in Spring 2021. |
| NUI Galway | 2.3.ii | NUI Galway to ensure that the above system, when developed and implemented is fit for purpose for both students and staff to report and obtain the required support.. | Dean of Students (students)/Director of HR (staff) | Dean of Students (students), Employee Relations Manager (staff) | 01/09/2020 | 31/12/2022 | In Progress-delayed | |

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|-------------------|--------|---|--|--|-------------|------------|----------------------|---|
| CF 5.2/NUI Galway | 2.4 | The reporting system for students and staff is compatible with complainant/survivor rights, cognisant of the needs of vulnerable groups, and has the confidence of the NUI Galway community | Dean of Students (students)/Director of HR (staff) | Head of Coueselling, Deans of Students, Director of HR | 01/09/2020 | 31/12/2022 | In Progress-delayed | The anonymised reporting and support system under procurement is scoped to ensure it is fit for purposed in relation to compatible with complainant/survivor rights; cognisant of the needs of vulnerable groups. The report/investigation processes run through the office of the Dean of Students (students) and HR (staff) requires to be trauma- and diversity-proofed. |
| CF 5.2 | 2.5 | Provide a transparent and consistent system for addressing student complaints of sexual harassment, sexual assault and rape | SGAA (students Code of Conduct and disciplinary processes)/Dean of Students (harassment and sexual harassment policies and grievance procedures) | Dean of Students/Office of SGAA | 01/09/2020 | 31/12/2022 | In Progress-on track | Student Code of Conduct and Harrassment & Sexual Harrassment Policies which provide clear complaints procedure are in place and being implemented. Further refinement of policies in light of CFIWG will be required. Cross reference of Student and Staff Harrassment and Sexual Harrassment Policies now in place. |
| NUI Galway | 2.5.i | Provide a transparent and consistent system for addressing staff complaints of sexual harassment, sexual assault and rape | Director of HR | Employee Relations Manager | 01/09/2020 | 31/12/2022 | In Progress-on track | New staff harassment and sexual harassent policy approved in 2020 and active since September 2020. Contact persone identification and training progressing. |
| CF 5.2 | 2.5.ii | Provide a transparent and accountable protocol for those against whom complaints have been made who are part of the student or staff body of NUI Galway | SGAA/Dean of Students/Director of HR | Director of HR, Deans of Students | AY2020-2021 | 31/12/2022 | Not Started | This will be developed in parallel with approach to Disciplinary Hearings for students (See 1.3). Need to review existing Grievance and Discliplinary procedures for staff. |



Consent Framework Implementation Action Plan Policy

| SOURCE | # | ACTION DETAIL | LEAD | RESPONSIBLE | START DATE | DUE DATE | STATUS | COMMENTS |
|-------------------|--------|---|---------------------|--|-------------|----------------|----------------------|---|
| CF 5.3 | 3.1 | Develop and implement a policy for staff on Harassment and Sexual Harassment | Director of HR | Employee Relations Manager | 01/09/2019 | 01/09/2020 | Complete | |
| CF 5.3 | 3.1.i | Roll out appropriate training for both contact persons and line managers to assist in informed implementation of the Staff Harassment and Sexual Harassment policy | Director of HR | Employee Relations Manager | AY2020-2021 | 31/12/2022 | Not Started | Policy Training for all managers Commencing Q1 2021 |
| CF 5.3 | 3.1.ii | Staff Harassment and Sexual Harassment Policy should be explicitly linked to clear lines of responsibility, active responses, institutional reporting and regular review. | Director fo HR | Employee Relations Manager | AY2020-2021 | 31/12/2022 | Not Started | HR Information Sessions. Management Training , Policy Training as part of HR Strategy |
| CF 5.3 | 3.2 | Review and revise the Sexual Harassment Policy for students in order to fully align it with the Consent Framework | Dean of Students | Dean of Students | AY2020-2021 | 31/12/2022 | Not Started | Harassment and Sexual harassment policy for students is in place. However this now requires review in light of the Framework, in terms of both Equality Impact assessment and trauma-proofing. |
| CF 5.3 | 3.2.i | Student Sexual Harassment Policy should be explicitly linked to clear lines of responsibility, active responses, institutional reporting and regular review. | Dean of Students | Dean of Students | AY2020-2021 | 31/12/2022 | Not Started | |
| CF 5.3/NUI Galway | 3.2.ii | Consent awareness raising and education for students should highlight relevant policies, supports and complaints processes open to students of NUI Galway. | Deans of Colleges | Consent* education team initially then CF Co-ordinator | 01/09/2020 | 12/2022ongoing | In Progress-on track | Active* Consent programme content highlights supports and services for students affected by sexual violence and harassment; 45 minute E Learning tool for students provides extensive background on sexual violence and harassment in particular. This needs to be embedded in colleges and programmes. |
| CF 5.3/NUI Galway | 3.3 | A Consensual Relationships Policy should be developed and introduced into NUI Galway | Director fo HR | Employee Relations Manager/Dean of Students | 01/06/2020 | 30/06/2021 | In Progress-on track | This policy is in the late stages of development and consultation. |
| CF 5.3 | 3.4 | All staff and student policies related to implementation of the Consent Framework must include guidelines for addressing student complaints, including transparency for all involved. | SGAA/Director of HR | Dean of Students/ER Manager,HR | Ongoing | 31/12/2022 | In Progress-on track | Student Code of Conduct and Student Harassment & Sexual Harassment policies include guidelines for addressing complaints. Further refinement may be required to align fully with the CF. |
| CF 5.3NUI Galway | 3.50 | Develop and implement a leave policy for those experiencing domestic abuse | Director of HR | Employee Relations Manager | 01/09/2020 | 30/06/2021 | In Progress-on track | Developed working draft of this policy is under consultation with staff unions and staff networks. Need input from SU, but draft has been reviewed by EDICC. EDICC supports timely approval and implementation before the end of this academic year. |

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|-------------------|-----|--|--------------------------------------|---|-------------|------------|----------------------|---|
| CF 5.3 | 3.6 | The Student Code of Conduct should clearly outline NUI Galway's expectations of students and our institutional responsibilities to students and staff with regards a zero tolerance approach to sexual violence. | SGAA | Office of SGAA/Dean of Students | AY2020-2021 | 01/09/2021 | Not Started | This policy will be updated for implementation by start of Academic Year 2021-22. |
| CF 5.3/NUI Galway | 3.7 | The Staff Code of Conduct should clearly outline NUI Galway's expectations of staff, and our institutional responsibilities to staff and students, with regards a zero tolerance approach to sexual harassment and sexual violence. | Director of HR/SGAA | Director of HR/Employee Relations Manager | 01/09/2020 | 01/09/2021 | In Progress-on track | Staff Code of Conduct currently being reviewed and linked with relevant policies such as the Consensual Relationships Policy |
| CF 5.3 | 3.8 | The process for handling any complaints are available to all on the NUI Galway main website. When a report of sexual violence or harassment is made, clear processes are in place for recording and informing all relevant parties, internally and externally, as appropriate. | SGAA/Dean of Students/Director of HR | Employee Relations Manager/Dean of Students | Ongoing | 31/12/2022 | In Progress-on track | Process for handling student complaints is available on the NUI Galway website. Relevant student policies set out clear process and timelines for all parties and reporting is in place. May require some further refinement to align with CF |
| CF 5.3 | 3.9 | There are clear requirements laid out, in all relevant policies, complaints procedures and processes, that the directly affected parties are kept informed of the progress and outcomes of the process; and that other affected parties are informed as appropriate. | SGAA/Dean of Students/Director of HR | Employee Relations Manager/Dean of students | Ongoing | 31/12/2022 | In Progress-on track | The Student complaints procedures clearly set out the process, timelines and protocol for communicating with both parties throughout the process. |

| SOURCE | # | ACTION DETAIL | LEAD | RESPONSIBLE | START DATE | DUE DATE | STATUS | COMMENTS |
|---------|-----|---|---|---|-------------|-------------|----------------------|---|
| CF. 4.1 | 4.1 | Educate staff / students to support students affected by sexual harassment, sexual assault, and rape. | Director of HR/Dean of Students | CF Co-ordinator | 01/09/2020 | 31/12/2022 | In Progress-on track | Stage 2/3 Student Programming; Operationalised at different levels in Staff Development Programme |
| CF. 4.1 | 4.2 | Ensure that support services are visible and accessible to both students and staff. | Director of HR/Dean of Students | CF Co-ordinator/ER Manager | 01/01/2020 | 31/12/2022 | In Progress-on track | e.g. % of students who say they are aware of services, addressed through information attached to programming/EAP Programme access |
| CF. 4.1 | 4.3 | Student skills and agency for confident reporting / support seeking for sexual harassment, sexual assault, and rape. | Dean of Students | CF Co-ordinator | 01/01/2020 | | In Progress-on track | e.g. % of students who say they are confident and feel able to engage with reporting / help seeking |
| CF. 4.2 | 4.4 | Liaison and partnership with external specialist agencies to ensure effective engagement with external structures. | Chair CFIWG/Director of HR/Dean of Students | Director of HR/Dean of Students/CF Co-ordinator | AY2020-2021 | 31/12/2022 | Not Started | Develop training sessions provided by external specialists for key Managers e.g. Partnership arrangement with Galway RCC, SATU |
| CF. 4.2 | 4.5 | Provision of accessible, trauma-informed services; for supporting student disclosure, reporting and complaints, and for counselling and advocacy. | SGAA/Dean of Students | Office of SGAA/CF Co-ordinator/Director of Student Services | 01/01/2021 | 30/12/2022 | In Progress-on track | Existing counselling practice may be said to be trauma-informed, but specific pathway not yet in place |
| CF. 4.1 | 4.6 | Create and implement a system for measuring effectiveness of initiatives. | Chair/Co-chairs of CFIWG | CF Co-ordinator | AY2020/2021 | AY2021-2022 | In Progress-on track | Practical yearly assessment exercises using data on uptake / feedback etc. |

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|---------|-----|--|--|-----------------|-------------|-----------------|----------------------|--|
| CF. 4.2 | 5.1 | Direct student-facing activities including workshop/classes that promote an understanding of consent (understanding, confidence, and capacity for active consent, at a personal level and in supporting peers); student understanding and skills for speaking up and calling out unacceptable behaviour. | Chair of CFIWG/Dean of Students.College Dean/ Dean of Graduate Studies | CF Co-ordinator | 01/09/2020 | 30/12/2022 | In Progress-on track | In place for First Year students based on 2020 figures, but not as yet for other UG cohorts, international students, postgrad / research students. Reflected in engagement with Stage 1/2 Student Programming in particular. |
| CF. 4.1 | 5.2 | Ongoing messaging to disseminate information consistent with the Framework aims for cultural change and awareness raising. | Chair of CFIWG/Dean of Students | CF Co-ordinator | 01/09/2020 | 30/12/2022 | In Progress-on track | Focused messaging based on agreed programme of topics and planned stakeholder collaboration - e.g. academic, SU, Student Services coordination of information campaign on disclosure, alcohol use etc. Has commenced based on promoting social media posts etc., but should have more systematic criterion. |
| CF. 4.2 | 5.3 | Education plan in place to ensure staff and relevant students have an agreed understanding and capacity to support students; | Chair of CFIWG | CF Co-ordinator | Jan-21 | ned by 31/12/22 | In Progress-on track | Implies active level of skills (i.e., more than awareness), for instance in receiving disclosures. Staff development programme is based on ensuring all staff receive and engage with basic information on SV and Harassment, with targeted action-oriented briefings for senior staff, and training on disclosure and culture change for selected staff. |
| CF. 4.2 | 5.4 | Training plan in place for staff and students who contribute to dedicated initiatives and services. | Chair of CFIWG | CF Co-ordinator | AY2019/2020 | 30/12/2022 | In Progress-on track | Training has been in place for consent workshop facilitators (both students and staff). First Point of Contact initiative will put in place specific training for staff Spring 2021 (and later students by Autumn 2021). Key factor here is the learning of a skill and ongoing support to deliver a form of support / education. |
| CF. 4.2 | 5.5 | Internal system for measuring effectiveness of initiatives. | Chair of CFIWG | CF Co-ordinator | AY2019/2020 | d by 31/12/2022 | In Progress-on track | Practical, targeted form of evaluation - % of student uptake, feedback, pre/post measures concerning messaging / skills on consent, sexual violence and harassment for students. |
| CF. 4.2 | 5.6 | Staff understand and engage with the institutional initiatives on active consent, sexual harassment, sexual assault, and rape. | Chair CFIWG | HoS/HoU | AY2020/2021 | ned by 31/12/21 | In Progress-on track | Staff Development Programme - reflected in roll out of short information video Spring 2021 (to raise awareness / understanding), engagement will be based on leadership engaging in briefings to equip them with knowledge, engaging with key priorities to support initiatives; engagement also based on staff taking part in active training on consent facilitation / First Point of Contact. |

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| | 5.7 | Recognise that prevention programming and messaging is ongoing, multi-faceted and comprehensive – encompassing support for positive, healthy relationships and prevention of negative experiences, addressing the role of alcohol / drugs, and gender. | Chair CFIWG | CF Co-ordinator/SU Welfare Officer/ Dean of Students | AY2020-2021 | AY2022-2023 | Not Started | As above for 5.2, social media posts, etc. have been implemented, but focused and targeted 'intervention' on e.g. disclosure skills, alcohol use and so on yet to take place (Stage 3 of Student Programming). |
| CF. 4.1 | 5.8 | Contribute actively to an inclusive campus ethos that recognises diversity and potential vulnerability. | Chair of CFIWG | CF Co-ordinator | AY2020/2021 | 30/12/2022 | In Progress-on track | Ensuring that interventions and initiatives are rolled out on inclusive basis - e.g. mindful of sexual / gender identity, ethnicity, disability status. |

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|--------|-----|--|----------------------------------|-------------------|---------------|----------------|----------------------|--|
| CF 5.3 | 6.1 | Collect baseline data on the prevalence of harassment, sexual harassment and sexual violence among the student community in NUI Galway | Co-Chairs of CFIWG | Co-Chair of CFIWG | AY2019-20 | | Complete | Completed through SES 2020 survey. |
| CF 5.3 | 6.2 | Collect baseline data on the prevalence of harassment and sexual harassment/sexual violence among the staff group in NUI Galway | Director HR | ER Officer | AY2020-2021 | 31/12/2022 | Not Started | HR undertaking a review of all report and baseline data in this regard. Exploring survey options to provide data- see 6.6 |
| CF 5.3 | 6.3 | Collect baseline data on institutional response to reports of harassment, sexual harassment and sexual violence among the student community in NUI Galway | Co-Chair of CFIWG | Co-Chair of CFIWG | AY2019-2020 | | Complete | SES 2020 survey data allows us to assess awareness / perceptions of institutional responses - and can be segmented for those who have experienced sexual violence harassment, and for those who have not (i.e., general cultural perceptions among student group as a whole). |
| CF 5.3 | 6.4 | Collect baseline data on institutional response to reports of harassment, sexual harassment and sexual violence among the staff community in NUI Galway | Director of HR | | AY2020 - 2021 | 31/12/2022 | Not Started | HR undertaking a review of all report and baseline data. Exploring Survey options |
| CF 5.3 | 6.5 | Develop an annual survey to track incidence of, reports of and institutional response to harassment, sexual harassment and sexual violence among the NUI Galway community - students | Co-Chair CFIWG/Dean of Students | Co-Chair of CFIWG | AY2020-2021 | med 30/12/2022 | In Progress-on track | Could refer to having three levels of data gathering for students - annual survey that provides brief, short-term data collection for wide range of students; less regular SES type survey; Report & Support Tool equivalent data should be available from Sem 1 AY 2021-2022; and formal complaints data. |
| CF 5.3 | 6.6 | Develop an annual survey to track incidence of, reports of and institutional response to harassment, sexual harassment and sexual violence among the NUI Galway community - staff | CoChairs of CFIWG/Director of HR | | AY2020-2021 | med 31/12/2022 | Not Started | For staff, it appears a national survey of some kind will take place Spring 2021 (HEA initiated), as yet unclear methodology; following this staff can provide information through Report & Support Tool or through formal complaints. |