

UNIVERSITY OF SASKATCHEWAN
GOVERNANCE COMMITTEE OF COUNCIL
REQUEST FOR DECISION

PRESENTED BY: Dr. Terry Wotherspoon
Chair, Governance Committee

DATE OF MEETING: June 17, 2021

SUBJECT: Request for Decision: Living Our Values Policy

DECISION REQUESTED:

It is recommended that Council approve Living Our Values Policy, pending approval of the Board of Governors and the confirmation of Senate, effective November 1, 2021.

PROPOSAL AND ANALYSIS:

The impetus for this policy was an external governance review conducted in 2014. That review recommended a code of conduct, which the Board, our legal counsel, and auditors all agreed was necessary. The *Living our Values Policy* is our response to that recommendation considering the *Mission, Vision, and Values* adopted by the governing bodies in 2016 and is aligned with our culture. The policy provides definitions of our values and reaffirms the responsibility of all those connected with the university to act in accordance with them.

There is currently no policy at the university pertaining to our values. A new *Living our Values Policy* is intended to set the basic standard of expected behaviors; all members of the USask community have a responsibility to live our values and to reflect them in our daily interactions and decisions.

The policy is intended to be aspirational and inspire members of our community to live our values. It also complements the existing *Discrimination and Harassment Prevention (DHP) Policy* and the *Equity, Diversity and Inclusion (EDI) Policy* and the pending *Anti-Racism Policy* being developed by the Office of the Vice-Provost Indigenous Engagement.

Much has changed in our external environment since the original recommendation that has required an internal response. Key drivers for this policy to which we must respond include, but are not limited to: answering the Truth and Reconciliation Committee's (TRC's) Calls to Action and standing up to racism in the wake of the Black Lives Matter movement. Now more than ever it seems we need to enshrine behaviour expectations into policy.

This policy is not intended to modify the university's commitment to the principle of academic freedom or other principles adopted in the *Mission, Vision, and Values* statement.

STRATEGIC PLAN LINK AND/OR MITIGATION of RISK:

The *Living our Values Policy* translates the values adopted by the governing bodies in 2016 into a statement of expectations for the conduct of members of the university community.

ALTERNATIVES:

Alternative to the development and approval of the *Living our Values Policy* is to have no policy, which runs the risk of having a code of conduct imposed by the legislature of the province.

DECISION PROCESS:

The development of this policy was completed between 2017-2020 in collaboration among the Associate Vice-President People & Resources, Vice-Provost Teaching, Learning and Student Experience, University Secretary and Vice-Provost Faculty Relations.

Consultation has taken place with our labour and student unions as well as the governing bodies and relevant committees. Feedback from Senate and the Board, received in the Fall of 2019 as a result of calls for input, has been considered and the policy was updated to reflect that feedback.

The policy was brought to the Policy Oversight Committee in February 2021, Planning and Priorities Committee in February and May 2021 and the Governance and Executive Committee in May 2021. Feedback received from Council in the Fall of 2019 and again in May 2021 as a result of calls for input has also been considered.

IMPLEMENTATION STEPS AND TIMELINE:

Ongoing education and awareness will outline how values can inform the work we do and how we might incorporate values into everyday practice. Values also form an anchor for our Greystone Foundations and Greystone Leadership programs.

ATTACHMENTS OR REFERENCE MATERIALS:

Living our Values Policy

Living Our Values

Category:	<i>Leave this blank; a category will be assigned</i>
Number:	<i>Leave this blank; a number will be assigned</i>
Responsibility:	<i>Indicate the senior administrative position responsible for the policy(the sponsor)</i>
Approval:	<i>The University Secretary, on the advice of the Policy Oversight Committee, will identify the appropriate approvals e.g. Board of Governors, Council, Senate, PEC.</i>
Date:	<i>Date initially approved: Date(s) reformatted or revised</i>

Purpose:

This policy translates the values adopted by the governing bodies of the University of Saskatchewan in 2016 as part of the Mission, Vision and Values statement into a statement of expectations for the conduct of members of the university community. The policy provides definitions of these values, and reaffirms the responsibility of all those connected with the university to act in accordance with them.

Principles:

The principles set out in the Mission, Vision and Values statement create a conceptual framework for the kind of university we want the University of Saskatchewan to be. These principles include academic freedom, which is the foundation for innovation and inquiry in an academic institution. This policy is not intended to modify or undermine the university's commitment to the principle of academic freedom or the other principles adopted in the Mission, Vision and Values statement.

Being accountable for how we conduct ourselves is contingent upon good judgement and sensitivity to the way others see and interpret our actions. All members of the University community have a priority responsibility to live our values and reflect them back in our daily interactions and decisions.

Definitions:

- **Collegiality:** A cornerstone of our University, collegiality is evidenced when we are congenial and work cooperatively to achieve a common purpose. A collegial approach assumes an equitable and democratic responsibility for the good of each particular discipline and our institution as a whole. A spirit of collegiality allows for a diversity of views and perspectives expressed within a climate of respect.
- **Fairness and Equitable Treatment:** Fairness is achieved when all members of the community are treated evenhandedly. As a value, equity recognizes and appreciates everyone's unique contributions and encourages full participation through the elimination of discriminatory practices and behaviors. It entails an appreciation of and respect for the personal attributes that are essential to the identity of others. These may include, for example, race, gender or sexual

orientation, but include all of the broad range of elements that make people who they are.

- **Inclusiveness:** Inclusiveness is achieved through embracing diversity and appreciating everyone's unique contributions, and makes it possible for each member of the community to participate fully in the fulfillment of the university's mission. It fosters a welcoming and accessible environment.
- **Integrity, Honesty and Ethical Behavior:** The values of this university require everyone to maintain a high standard of personal integrity, which includes upholding and observing truthfulness, transparency, responsibility and openness.
- **Respect: nīkānītān manācihitowinihk | ni manachīhitoonaan** ("Let us lead with respect") is the name gifted by the Indigenous community to the University Plan 2025; nīkānītān manācihitowinihk in Cree and ni manachīhitoonaan in Michif reflects the humility and boldness that inextricably define the University of Saskatchewan's spirit. A respectful environment is free from unlawful discrimination and harassment, however, it involves more than compliance with human rights legislation and other laws. Respectful approaches support the productivity, the safety, and the dignity and self-esteem of every member of the University community by fostering positive relationships through kindness, empowerment and cooperation.

Scope:

This policy applies to all members of the University community including individuals employed directly or indirectly, students, members of governing bodies, volunteers and visitors of any kind. It is also intended to apply to any virtual spaces where members of the University community may gather as well as in-person spaces.

Policy:

This policy defines the core values that all members of the University community are expected to exemplify on a daily basis. Ongoing education and awareness will outline how values can inform the work we do and how to incorporate our values into everyday practice.

Responsibilities:

All members of the university community own the responsibility for understanding and upholding this policy. Members of the community should encourage reflection on the meaning and significance of these values, take opportunities to give or receive mentorship and guidance, and bring to light significant departures from these values in an appropriate way. Persons within the scope of this policy may consult the policies, regulations and agreements identified in the list of Associated Documents below for guidance on specific procedures for raising concerns.

Non-compliance:

This policy does not incorporate a separate regime for compliance, but articulates the basic values already reflected in existing compliance-based University policies. All members of the University community are accountable for how they conduct themselves and are expected to comply with the accepted standards of conduct in

existing policies. See Associated Documents for applicable existing policies, regulations and agreements.

Procedures:

All members of the University community will be supported to ensure they understand how to advance a commitment to putting values into action.

All new members of the University community will be asked to review this policy and participate in education and awareness opportunities pursuant to pre-employment and/or on-boarding requirements. This will reinforce that each individual is accountable for acting in accordance with the values outlined in this policy.

All supervisors are encouraged to discuss the expectations for living our values with their direct reports.

The management of this policy including policy education, monitoring, implementation and amendment is the responsibility of People and Resources.

Revision History:

A review of this policy will occur every two (2) years unless circumstances warrant a review in the interim.

Contact:

Associate Vice-President, People & Resources

Vice-Provost Teaching, Learning & Student Experience

Associated Documents:

See USask Policies website: <https://policies.usask.ca/>

- University of Saskatchewan Mission, Vision and Values
- Employment Practices
- Animal Control
- BioSafety
- Compliance Enforcement Pertaining to Hazardous Agents
- Discrimination and Harassment Prevention
- Equity, Diversity and Inclusion Policy
- Energy and Water Conservation
- Health and Safety
- Radiation Safety
- Sexual Assault Prevention Policy
- Smoking, Alcohol and Substance Policy
- Violence Prevention Policy
- Accountable Professional Expense Funds (APEF)
- Assets Management Policy
- Commercial Directorships held by Faculty and Staff
- Conflict of Interest
- Use of Materials Protected by Copyright
- Deans' and Senior Administrators' Expense (DSAE)
- Information Technology Use Policy
- Fraud Deterrence Policy

- Freedom of Information and Protection of Privacy
 - Hospitality
 - Information Technology Security
 - Procurement
 - Property Used Off Campus
 - Safe Disclosure Policy
 - Travel
 - Use of University Property and Services
 - Academic Courses Policy on Class Delivery, Examinations and Assessment of Student Learning
 - Students with Disabilities: Academic Accommodation and Access
 - Medical Faculty Policy
 - Care and Use of Animals in Research
 - Human Research Ethics policy
 - Responsible Conduct of Research Policy
 - Research Publications
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- Principles of Evaluations of Teaching (Council, 2002)
 - Guidelines for Faculty and Students using Internet Social Networking in the Academic Context at the University of Saskatchewan (ASC, 2009)
 - Learning Charter (Council, 2018)
 - Academic Advising Charter (Advising Council, 2013)
 - Guidelines for Academic Conduct (Council 1999)
 - Student Academic Misconduct Regulations (Council 2017)
 - Student Appeals of Evaluation, Grading and Academic Standing (Council 2012)
 - Standard of Student Conduct in Non-Academic Matters (Senate, 2017)
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Collective agreements – disciplines, grievance procedures, non-discrimination clauses

Common law powers of employer to discipline for insubordination, theft, violence, disruptive behavior