

Reporting discrimination or harassment

Instructions for Students



To report an instance of discrimination and/or harassment, please take the following actions:

1 Decide if the situation is *life-threatening* or a *critical incident*.

If you feel that the event poses a threat to your life or the life of another, *immediately call 911*.

Even if the event is not life-threatening, it could still be a critical incident. While everyone experiences the world differently, and there is no single definition, critical incidents are unexpected and unusual events that are perceived by an individual as being threatening or traumatic. An example of a critical incident related to racism is a threat of violence.

If the situation is determined to be a critical incident with safety concerns, call **Campus Security: 403.220.5333**. They will assist with identifying and addressing immediate safety concerns.

2 In all situations that are deemed **NOT** to be life-threatening or a critical incident, students have four options available to them.

1. **ConfidenceLine:** this is an independent, third-party service, arranged for by the University, that ensures student anonymity. *ConfidenceLine can be reached 24/7 toll-free at 1-800-661-9675.*
2. Contact the University of Calgary's **Protected Disclosure Advisor** at 403-220-4086 or by email at disclose@ucalgary.ca.
3. Make an appointment with the **SCPA Peer Support Network** at peersupport.scpa@ucalgary.ca. Trained Peer-Supporters can advise you about the available resources on campus.
4. Report concerns to the **SCPA Director** or **Associate Director**.

Please note, Faculty and Staff members are not professionally trained to respond to reports of discrimination or harassment and therefore have been asked to **not** engage in discussions with students about their concerns or complaints. The Director and Associate Director have received training to appropriately receive and act upon student complaints and concerns, and they can do so with the assurance of student confidentiality.

The **Director** of the SCPA is **Bruce Barton** (bruce.barton@ucalgary.ca) and the **Associate Director** is **Joelle Welling** (welling@ucalgary.ca).