

Understanding the Informal Resolution Process

This document provides a high level summary of the informal resolution process. For more information, refer to StFX's Discrimination and Harassment Policy and Sexual Violence Response Policy.



What is Informal Resolution?

Informal resolution processes are designed to assist parties in addressing issues with a focus on collaboration and problem solving rather than focusing on who is right and who is wrong. The approach also can empower individuals to focus on working together to find solutions to allow them to move forward.

The foundational principle and starting point of an alternative resolution is the respondent's acceptance of responsibility for causing harm. This does not necessarily mean that the respondent accepts full accountability for all circumstances surrounding the incident, but rather that they acknowledge their role in the harm caused. This distinction is important to ensure that informal resolution remains a viable and constructive option for addressing conflict (*section 5.4 of the Discrimination and Harassment Policy or 9.4 of the Sexual Violence Response Policy*). The goals of the process are mutual understanding, safety and education/remediation (*section 5.5 or 9.5*).

In appropriate circumstances, a Complainant may wish to resolve a matter without an investigation or may request an informal resolution prior to the conclusion of the formal investigation process. A Respondent may also seek to initiate an alternative resolution process (*section 5.1 or 9.1*).

Informal resolutions are inappropriate where there have been previous complaints or there are multiple complaints about a Respondent (*section 5.7 or 9.7*). A Complainant or Respondent may withdraw from an informal resolution process at any time (*section 5.3 or 9.4*).

Confidentiality

The informal resolution process has the same confidentiality requirements as the investigation process. For more information, see the handout "Navigating the Discrimination and Harassment Resolution Process."

Informal resolution is 'without prejudice.' In other words, any information or admissions shared during an informal resolution process cannot be used against either party in an investigation unless the parties mutually agree (*section 5.3 or 9.3*).

Questions?

For more information, contact:

Megan Fogarty, Director
Human Rights and Equity
mfogarty@stfx.ca or 902-867-5306

Daniel Draper, Director
People and Culture
ddraper@stfx.ca or 902-867-2391

Heather Blackburn
Sexual Violence Prevention and
Response Advocate
hblackbu@stfx.ca or 902-867-5601