

Appendix: Freedom of Speech Annual Report Template (2021)

As indicated in the December 14, 2018 and September 12, 2018 memos from the Ministry of Colleges and Universities, each of Ontario's publicly-assisted colleges and universities is to prepare an annual report on the implementation of a free speech policy. Please use this template; you may append additional documents or institution-specific information as you see fit.

The institutional Freedom of Speech Annual Report will be a public document and should respect privacy obligations. Please report on events or incidents that took place between **August 1, 2020** and **July 31, 2021**.

The reports are to be posted on the institution's website and submitted to the Higher Education Quality Council of Ontario (HEQCO) by **September 1, 2021**.

We recognize that this is an unusual year given the move to remote engagement during the COVID-19 pandemic. Please reach out to Amy Kaufman, Director of Policy, Research and System Improvement, at HEQCO with any questions.

Please submit your institution's annual report via email to Amy Kaufman (akaufman@heqco.ca).

Section A: Institutional Policy

You may append additional documentation or institution-specific information as you see fit.

Has your institution amended its free speech policy (or policy framework) since the time of your 2020 report? If so, please explain the reason for the change and provide the link to its location on your institutional website.

<p>The policy has not been amended since the time of the 2019 report. The policy is scheduled for review in December 2023.</p>

Where are members of the institutional community (or guests) directed when there is a free speech related question or complaint about an institutional event? Please provide contact information.

Complaints about perceived violations of this policy are to be directed to the Office of the University Ombudsperson, who will provide advice about the appropriate University policy or procedure under which the complaint can be addressed.
<https://www.queensu.ca/ombudsman/>

What is your institution's policy on holding events where there are security concerns? To your knowledge, were there any instances where a non-curricular event did not proceed due to security concerns or their related costs?

Security related concerns are covered in the room booking policy, which can be found at <https://www.queensu.ca/secretariat/policies/administration-and-operations/policy-booking-use-and-cancellation-bookings-university-space>. To our knowledge, there were no such instances.

Section B: Complaints

You may append additional documentation or institution-specific information as you see fit.

Between **August 1, 2020** and **July 31, 2021**, did any member of the institutional community (or guests) make an official complaint about free speech? If yes, please provide a general description that protects the privacy of complainants.

To our knowledge, no official complaints were received.

If there has been an official complaint (or more than one):

What were the issues under consideration? Please identify any points of contention (e.g., security costs, safety, student unions and/or groups, operational requirements, etc.).

N/A

How did the institution manage the free speech complaint(s)? Was the complaint addressed using the procedures set out in the policy? How were issues resolved?

N/A

Section C: Summary Data

Please provide the following summary data for free-speech-related official complaints received by the institution:

Number of official complaints received under the free speech policy relating to curricular and non-curricular events.	0
Number of official complaints reviewed that did not proceed.	0
Number of official complaints where the institution determined that the free speech policy was not followed appropriately.	0
Number of official complaints under the free speech policy that resulted in the institution applying disciplinary or other institutional measures.	0
To your knowledge, were any free speech complaints forwarded to the Ontario Ombudsman?	No

To the best of your ability, please provide an estimate of the number of **non-curricular events** held at the institution between **August 1, 2020 and July 31, 2021**. Non-curricular events include, for example, invited speakers, sporting events, rallies, student life/student affairs events, conferences, etc., as opposed to regular events held as part of an academic program or course.

*We acknowledge the difficulty of tracking events held remotely due to campus closures caused by the pandemic and recognize that institutions may be unable to provide a response to this question for 2020-21.

We are unable to provide a number for non-curricular events held during this period due to the difficulty in tracking remote events—acknowledging the impact of the COVID-19 pandemic on campus activity.

Institutional Comments (if any).