

Appendix: Freedom of Speech Annual Report Template

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.

This report will be a public document and should respect privacy obligations. Please report on events or incidents that took place between **August 1, 2019** and **July 31, 2020**.

The reports are to be posted on the institution's website and submitted to the Higher Education Quality Council of Ontario by **September 1, 2020**. We recognize that this is a particularly unusual year given the demands placed on institutions by COVID-19. Please reach out to Amy Kaufman, Director of Research and Policy, 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 2019 report? If so, please explain the reason for the change and provide the link to its location on your institutional website.

No amendments have been made to Algonquin College's [Upholding Free Speech Policy \(AD07\)](#) as of July 31, 2020.

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

The approving authority for Algonquin College's Upholding Free Speech Policy (AD07) is the Office of the Senior Vice President, Academic (Chris Janzen, janzenc@algonquincollege.com). Our policy statement is aligned with other college policies, all of which shall be read in harmony. Depending on the nature of the complaint, it may be redirected as appropriate. For employees, those policies include [RE07: Academic Freedom Rights and Responsibilities](#) and [HR18: Employee Code of Conduct](#). For students, this policy aligns with the College's policy [SA07: Student Conduct](#). External guests will be directed to either the Senior Vice President Academic (as noted above), or the Director of the Office of the President and Communications (Tracy McDougall, mcdougat@algonquincollege.com).

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?

If there are security concerns for a specific event, discussions would take place preliminarily between the event organizer and the Director, Risk Management (Colin Bonang). The Director Risk Management will discuss with either the Senior Vice President Academic (Chris Janzen) if internal or, if external, the President (Claude Brulé) to determine how to proceed. Depending on the nature of the event, outreach to either our insurer and/or our legal team may also occur. The President would make a final decision and the organizer would be informed. In consultation with the Senior Leadership Team and their corresponding teams/areas/departments, there were no free speech related cost and/or free speech safety concerns related to events on campus, and to our knowledge, there were no instances where a non-curriculum event was unable to proceed due to these concerns.

Section B: Complaints

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

Between **August 1, 2019** and **July 31, 2020**, did any member of the institutional community (or guests) make an official complaint about free speech on campus? If yes, please describe.

In consultation with the Senior Leadership Team and their corresponding teams/areas/departments, there have been no official complaints about free speech on campus.

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.).

As there were no complaints, this question is not applicable.

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?

As there were no complaints, this question is not applicable.

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 were dismissed.	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, 2019 and July 31, 2020**. Non-curricular events include, for example, invited speakers, sporting events, rallies, conferences, etc., as opposed to regular events held as part of an academic program or course.

As provided by members of the College's Senior Leadership Team and their corresponding teams/areas/departments, approximately 384 non-curricular events were held at our institution between August 1, 2019 and July 31, 2020.

Institutional Comments (if any).