

# Memo

**To:** Kim Squires, Director Human Resources  
**From:** Bridget Brownlow, Conflict Resolution Advisor  
**Date:** 18 February, 2006  
**Re:** Equity Review / Policy Awareness Session Update

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The following is a list of awareness sessions on the "Policy on the Prevention and Resolution of Harassment and Discrimination" that have been successfully delivered to several hundred faculty and staff representing key stakeholder departments at Saint Mary's University between May 2005 through to and including February 2006.

## POLICY AWARENESS SESSIONS MAY 2005 – February 2006

May 5, 2005 – Human Resources  
June 10, 2005 – Senior Administration Group  
June 14, 2005 – Facilities Management  
June 22, 2005 – Financial Services  
July 6, 2005 – External Affairs / Development  
July 8, 2005 – Student Services  
July 18, 2005 – Continuing Education  
July 19, 2005 – Athletics  
July 19, 2005 – Student Services  
July 20, 2005 – Library Executive  
July 20, 2005 – Athletics  
July 27, 2005 – Executive Assistants  
August 9, 2005 – Chairs (Science)  
August 11, 2005 – Technicians Science  
August 10, 2005 – Departmental Secretaries (Science)  
August 16, 2005 – Chairs (Arts )  
August 18, 2005 – Departmental Secretaries (Arts)  
August 26, 2005 – University Security  
August 30, 2005 – Student Services  
September 3, 2005 – Residence Advisors / Residence Security  
September 29, 2005 – Occupational Health and Safety Committee  
October 7, 2005 – International Centre SAGA  
October 14, 2005 – ITSS  
October 14, 2005 – Faculty of Arts (open to all faculty)  
November 18, 2005 – Registrar / Admissions  
November 25, 2005 – TESL  
November 25, 2005 – Library Staff  
December 2, 2005 – Faculty of Science (open to all faculty)  
February 17, 2006 – Open Session for all university employees