

## EMPLOYEE AND STUDENT RELATIONSHIP POLICY

Policy Category	Corporate Services
Policy Search Name	<i>C – Employee and Student Relationship Policy</i>
*Anishinabek Standard	
<i>Place of Learning</i>	<i>D. High level of involvement of professional staff who are of the same cultural background as the students with whom they are working.</i>
<i>Educators</i>	N/A
<i>Students</i>	N/A
<i>Curriculum</i>	N/A
Approval Date & Board Motion Number	12/6/2022 Motion#104-2022
Effective Date	12/6/2022
Previous Versions	Date initially approved: 1/16/2007 Date of last revision: 11/1/2022

\*These are organizationally adapted standards from the World Indigenous Nations Higher Education Consortium (WINHEC) and the Alaska Comprehensive Centre/Alaska Native Education approved by the Kenjgewin Teg Board of Directors, 2015.

### 1.0 Background and Purpose

1.1 The purpose of this policy is to create professional guidelines around relationships between employees and students.

### 2.0 Definitions

N/A

### 3.0 Application

3.1 This policy applies to all employees and instructors of Kenjgewin Teg and/or instructors of a postsecondary course(s) delivered together with a postsecondary partner of Kenjgewin Teg.

### 4.0 Policy

#### Policy Objective

4.1 In order to foster a professional Anishinabek learning environment, Kenjgewin Teg has established this policy to mitigate any issues that may arise due to an employee and student relationship.

4.2 Kenjgewin Teg discourages employees and/or instructors from starting a relationship with students but understands that this situation may be unavoidable.

4.3 Employees/Instructors should be cognizant that if in a relationship with a student, the student's behavior reflects on the employee/instructor.

### **Guidelines**

4.4 Employees who are in a relationship with a student must never display any additional privileges or bestow any favors for which the student would not normally be privy.

4.5 If an employee is perceived as having participated in a conflict of interest they may face disciplinary action.

4.6 Kenjgewin Teg prohibits any form of favoritism or bias created through personal relationships (platonic or otherwise).

4.7 When at work the employee must act in a professional manner at all times, including during scheduled breaks.

4.8 Employees must ensure that they are maintaining confidentiality at all times and not divulging any Institute information to the student with whom they are in a relationship.

4.9 The employee should avoid working directly for the student whenever possible, if this is not possible the employee should conduct themselves in the same manner they would with other students.

4.10 Employees should avoid any interest, investment or association that creates a conflict of interest or that interferes with their ability to perform their duties at Kenjgewin Teg.

### **5.0 Roles and Responsibilities**

5.1 The President is responsible for the overall management and operation of Kenjgewin Teg.

5.2 The Corporate Services unit is responsible for overall implementation of this policy.

5.3 If a position referred to in this policy is vacant, the policy will not be invalidated. Instead, the President shall designate the roles and responsibilities of that role to another team member(s) and will ensure that the Kenjgewin Teg staff and community is informed of the designation(s) as appropriate.

### **6.0 Evaluation Date – 10/31/2024**

6.1 This policy will be reviewed every two years as part of the Board of Director’s policy review cycle and schedule. The evaluation date above represents the first date upon which this policy becomes eligible for review.

<b>Related Legislation, Policies, Procedures, Guidelines and Documents</b>	Policy #1.0.9, Employee and Student Relationship
<b>Policies Superseded by this Policy</b>	<i>Kenjgewin Teg Personnel Policy, P1.0 Office Conduct Policy#1.0.9</i>
<b><i>The official version of this policy is housed in the Office of the President. In case of discrepancy between an online version and the official version held, the official version shall prevail.</i></b>	