

Department of Theatre – Resolution Guide

The Advisory Committee on Equity and Diversity has recommended the following steps to facilitate effective resolution of issues within the Department of Theatre. Issues arising between students or between students and faculty/staff members can be approached using these steps as a guide. These recommendations have been suggested to assist members in resolving conflicts using informal methods within the department.

The Committee is composed of faculty and students, including the Department Chair and Area Coordinators, and is tasked with addressing issues of equity and diversity including, but not limited to, gender, sexuality, race, class, ability, and age. Students may contact the Committee's student delegates at any time with questions about these guidelines or for assistance in resolving specific issues with the utmost confidentiality. For current composition and contact information, visit the Committee website: http://concordia.ca/finearts/theatre/equity.html

At any time, University members (students, faculty, or staff) may also consult the Ombuds Office or the Office of Rights and Responsibilities. The Ombuds Office assists with the informal resolution of complaints related to the application of policies, rules, and procedures at Concordia. The Office of Rights and Responsibilities assists in addressing behavioural incidents and conflicts on campus as described in the Code of Rights and Responsibilities.

Step 1 (If you are not comfortable dealing directly with this party or you do so and the problem continues...) Directly approach the party with whom you are in conflict to try and resolve the conflict (whether they are a student, an instructor or a staff member). Step 2 (If you are not comfortable dealing directly with this party or you do so Contact the instructor or director (if the conflict and the problem continues...) is with a student or staff member on an outcome or in a class). Step 3 (If you are not comfortable dealing directly with this party or you do so Involve the Committee's Student Delegates and the problem continues...) and revisit Step 1 and/or Step 2 with their support (see website for contact information). Please allow 72 hours for a reply. Step 4 (If you are not comfortable dealing directly with this party or you do so and the problem continues...) If the conflict is occurring within the context of a public outcome, involve the Area Coordinator (see website for contact information). Step 5 (If you are not comfortable dealing directly with this party or you do so Involve the Chair of the Committee (see and the problem continues...) website for contact information).

Step 6

The Chair of the Committee can assist you in involving the University Ombuds Office: http://concordia.ca/ombuds or the Office of Rights and Responsibilities: http://concordia.ca/rights. Depending on the nature of the issue, you may choose to consult the appropriate office on your own.