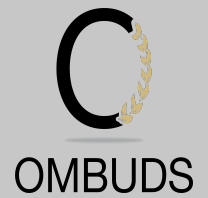


# Four Types of Fairness: What are they and how can you use them on campus?



## **SUBSTANTIVE**

◦ Was the decision based on relevant information? Was the decision just? Based on bylaws, policy?

## **PROCEDURAL**

◦ Was the process fair? All information given to all parties? Did everyone have an opportunity to speak for themselves and be heard?

## **RELATIONAL**

◦ Was I treated with respect? Did I feel heard?

## **EQUITABLE**

◦ Was I on a level playing field regarding power, race, ethnicity, gender, class, etc.?

Adapted from Natalie Sharpe's "The Ombuds Lens of Fairness and the Fairness Triangle", University of Alberta

# Fairness Checklist

## PRIOR TO A DECISION

- Is the individual aware of
  - The fact that a decision will be made?
  - Why is a decision needed?
  - The possible consequences of a decision?
  - Which criteria/information will be used to make a decision?
  - The rules/protocol for making the decision?
- Has the individual been provided
  - The chance to share their perspective?
  - The opportunity to respond to questions?

## WHILE DECISION IS BEING MADE

- Has all relevant and important data been reviewed?
- Is the decision free from bias, subjectivity, emotion?
- Is there a mechanism in place to allow for additional relevant information to be considered?
- Is this decision consistent with prior decisions with similar circumstances?
- If decision is not consistent, is there an explanation as to why?

## AFTER THE DECISION

- Were there adequate justifications for how and why this decision was made?
- Is the decision easy to understand and decipher?
- Has this decision notified all affected parties?
- Do affected parties know where this information will be kept and for how long? Who can see?
- Is there an ability to appeal?

*Adapted from Nora Farrell,  
Ombudsperson, Ryerson  
University*