STETSON UNIVERSITY

National Science Foundation Sexual Harassment Policy

Purpose

This policy seeks to ensure compliance with the National Science Foundation (NSF) Research Terms and Conditions, which require grantees to notify NSF of any findings or determinations of sexual harassment, other forms of harassment, or sexual assault regarding an NSF funded PI or co-PI.

National Science Foundation Sexual Harassment Policy

As the primary funding agency for fundamental science and engineering research in the United States, NSF is committed to promoting safe, productive research and education environments for current and future scientists and engineers.

NSF will not tolerate harassment, including sexual or sexual assault within the agency, at awardee organizations, field sites, or anywhere NSF-funded science and education is conducted. NSF has taken steps to help ensure all NSF-funded research and learning environments are free from sexual harassment.

The full NSF policy and related information is found at: https://www.nsf.gov/od/odi/harassment.jsp

Definitions

For purposes of this term and condition, the following definitions apply:

- **Sexual Harassment**: May include but is not limited to gender or sex-based harassment, unwelcome sexual attention, sexual coercion, or creating a hostile environment, as set forth in organizational policies or codes of conduct, statutes, regulations, or executive orders.

- **Other Forms of Harassment**: Non-gender or non-sex-based harassment of individuals protected under federal civil rights laws, as set forth in organizational policies or codes of conduct, statutes, regulations, or executive orders.

- **Finding/Determination**: The final disposition of a matter involving sexual harassment or other form of harassment under organizational policies and processes, to include the exhaustion of permissible appeals exercised by the PI or co-PI, or a conviction of a sexual offense in a criminal court of law.

- **Administrative Leave/Administrative Action**: Any temporary/interim suspension or permanent removal of the PI or co-PI, or any administrative action imposed on the PI or co-PI by the awardee under organizational policies or codes of conduct, statutes, regulations, or executive orders, relating to activities, including but not limited to the following: teaching, advising, mentoring, research, management/administrative duties, or presence on campus.

- **Principal Investigator (PI)**: Lead faculty member on an externally-funded project and the primary individual responsible for an external grant.

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Background

09/21/2018 Federal Register: A Notice by the National Science Foundation of a new NSF term and condition regarding sexual harassment, other forms of harassment, and sexual assault.
Article X – Notification Requirements Regarding Sexual Harassment, Other Forms of Harassment, or Sexual Assault: The Principal Investigator (PI) and any co-PI(s) identified on an NSF award are in a position of trust. These individuals must comport themselves in a responsible and accountable manner during the award period of performance, whether at the awardee institution, on-line, or at locales such as field sites, facilities, or conferences/workshops.

Policy

Effective October 21, 2018, the National Science Foundation will require awardee organizations to notify NSF of any findings/determinations of sexual harassment, other forms of harassment, or sexual assault regarding an NSF funded PI or co-PI. The new term and condition also will require the awardee to notify NSF if the PI or co-PI is placed on administrative leave or if the awardee has imposed any administrative action on the PI or any co-PI relating to any finding/determination or an investigation of an alleged violation of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault. Finally, the award terms and conditions specify the procedures that will be followed by NSF upon receipt of a notification.

The awardee is required to notify NSF of:

- Any finding/determination regarding the PI or any co-PI that demonstrates a violation of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault; and/or
- If the PI or any co-PI is placed on administrative leave or if any administrative action has been imposed on the PI or any co-PI by the awardee relating to any finding/determination of an investigation of an alleged violation of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

Notification must be submitted to the Director of the Office of Grants and Contracts (grants@stetson.edu) as Authorized Organizational Representative (AOR), for submission to NSF's Office of Diversity and Inclusion at nsf.gov/harassment within ten business days from the date of the finding/determination, or the date of the placement of a PI or co-PI by the awardee on administrative leave or the imposition of an administrative action, whichever is sooner. The AOR must use the NSF Organizational Notification of Harassment Form to submit a required notification to NSF: https://www.nsf.gov/od/odi/notification_form.jsp

Each notification must include the following information:

- NSF Award Number;
- Name of PI or co-PI being reported;
- Type of Notification: Select one of the following:
    1. Finding/Determination that the reported individual has been found to have violated awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault; or

2. Placement by the awardee of the reported individual on administrative leave or the imposition of any administrative action on the PI or any co-PI by the awardee relating to any finding/determination or an investigation of an alleged violation of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.
3. Description of the finding/determination and action(s) taken, if any; and
4. Reason(s) for, and conditions of, placement of the PI or any co-PI on administrative leave or imposition of administrative action.

The awardee, at any time, may propose a substitute investigator if it determines the PI or any co-PI may not be able to carry out the funded project or activity and/or abide by the award terms and conditions.

Procedure

1. The Director of Grants will provide list of current PD/PI's for our federal awards to our Title IX Coordinator annually and when a new award with new PD/PI is made.
2. Title IX Coordinator checks the list for any incidents reported to see if an offender is involved with an NSF grant.
3. Title IX Coordinator notifies the Provost and the Research Integrity Officer (RIO) when something must be reported to NSF. The RIO drafts a letter to notify NSF, which is reviewed by the Title IX Coordinator and sent to the AOR for submission.
4. The AOR is the required submitter for NSF.

Policy Administration

The Director of Grants, Sponsored Research & Strategic Initiatives shall oversee this policy and review it at least once every two years. Changes to this policy shall be made in accordance with the University's Policy on Policies and with approval from the Research Integrity Officer.

Related Polices at Stetson University

Gender-Based Misconduct Policy
Sexual Harassment Policy
Sexual Misconduct Policy
Responsible Conduct of Research
Last Updated: 09/09/2020