



# WHITMAN COLLEGE

## **Harassment and Discrimination Policies: Whitman College, NSF, and NIH**

### **Whitman College Sexual Harassment, Discrimination, and Sexual Misconduct Policy and Grievance Policy**

Whitman College prohibits sexual harassment, discrimination, and sexual misconduct in any form. Sexual harassment is a broad term encompassing any unwelcome verbal or physical conduct of a sexual nature that is sufficiently severe and pervasive and objectively offensive such that it interferes with, limits or deprives someone of the ability to participate in or benefit from the College's employment opportunities. Sexual harassment can occur between any persons, regardless of the sex, gender identity or sexual orientation of those involved. A single instance of sexual harassment may be sufficient to adversely affect an individual's work environment and initiate an institutional response.

Whitman College's Sexual Harassment, Discrimination, and Sexual Misconduct Policy and Procedure and Grievance Policy cover all members of the Whitman College Community and will be used to address issues of harassment, discrimination, or violence including sex-or gender-based incidents when Whitman College is put on notice regarding such incidents.

Whitman College faculty members who serve as Principal Investigators (PIs) or co-PIs on federal grants from the **National Science Foundation** or **National Institutes of Health** are required to abide by the sexual harassment policies of those agencies. These policies are summarized below.

### **National Science Foundation Sexual Harassment Policy**

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 considers the Principal Investigator (PI) and any co-PI(s) identified on an NSF award to be in positions of trust. The PI, any co-PI(s), and all personnel supported by an NSF award must comport themselves in a responsible and accountable manner during the award period of performance whether at the awardee institution, online, or outside the organization, such as at field sites or facilities, or during conferences and workshops.

NSF's Term and Condition: Sexual Harassment, Other Forms of Harassment, or Sexual Assault requires awardee organizations to notify NSF of (1) Any finding/determination regarding the PI or any co-PI, that demonstrates a violation of grantee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault; and/or (2) 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 grantee relating to any finding/determination or an investigation of an alleged violation of grantee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

Such notification must be submitted by the Authorized Organizational Representative (AOR) to NSF's Office of Equity and Civil Rights at <http://www.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 grantee on administrative leave or the imposition of an administrative action, whichever is sooner. Authorized Organizational Representatives (AOR)s must use the [Term and Condition Required Notification of Harassment form](#) to submit a required notification to NSF. When submitting a report, please note that only the identification of the PI or co-PI is required. Personally identifiable information regarding any complainants or other individuals involved in the matter **MUST NOT** be included in the notification.

If you have any questions on how to complete the Required Notification of Harassment, please contact [harassmentnotifications@nsf.gov](mailto:harassmentnotifications@nsf.gov).

More information is found at: [https://www.nsf.gov/od/oecr/term\\_and\\_condition.jsp](https://www.nsf.gov/od/oecr/term_and_condition.jsp)

### **National Institutes of Health Policy on Supporting a Safe and Respectful Workplace**

NIH supports safe and respectful work environments that are free from harassment, including sexual harassment, discrimination, or other forms of inappropriate conduct that can result in a hostile work environment. NIH requires that every organization receiving NIH funds:

- has [systems, policies, and procedures](#) in place to manage research activities in accordance with our standards and requirements
- complies with federal laws, regulations, and policies protecting the rights and safety of individuals working on NIH-funded projects

NIH expects that institutions:

- develop and implement policies and practices that foster a harassment-free environment;
- maintain clear, unambiguous professional codes of conduct;
- ensure employees are fully aware and regularly reminded of applicable laws, regulations, policies, and codes of conduct;
- provide an accessible, effective, and easy process to report harassment, and provide protection from retaliation;
- respond promptly to allegations to ensure the immediate safety for all involved, investigate the allegations, and take appropriate sanctions; and
- inform NIH of administrative actions that removes senior/key personnel on an NIH award.

NIH recipient institutions are required to notify NIH when individuals identified as PD/PI or other Senior/Key personnel in an NIH notice of award are removed from their position or are otherwise disciplined by the recipient institution due to concerns about harassment, bullying, retaliation or hostile working conditions. [\(NOT-OD-22-129\)](#)

- The Authorized Organization Representative must notify NIH within 30 days of the removal or disciplinary action
- Notification must be submitted to NIH through this dedicated [web form](#).
- All required notifications must include, at a minimum:
  - name of the Authorized Organization Representative submitting the notification
  - name of the individual of concern
  - description of the concern(s)
  - action(s) taken
  - any anticipated impact on the NIH-funded award(s)

## **Whitman College's Implementation of NSF/NIH Reporting Requirements**

For notification of harassment to NSF and NIH, Whitman's Authorized Organizational Representative is the Title IX Coordinator, who coordinates the College's response to reports of sexual misconduct and is responsible for maintaining the confidentiality of the process.

To ensure the College's compliance with NSF and NIH's sexual harassment reporting requirements, each year, the Title IX Coordinator will receive a list of all current NSF and NIH PIs and co-PIs from the Office of Grants & Foundation Relations, which is the office responsible for NSF and NIH grant submission and administration. This list will be updated each June.

Should the Title IX Coordinator receive a report that involves an NSF/NIH PI or co-PI who has been placed on administrative leave or received a finding of harassment, they will be responsible for filing the Notification of Harassment with NSF or NIH via the appropriate reporting mechanism. The Office of Grants & Foundation Relations will work with faculty members within the PI's department to provide the Title IX Coordinator with any information required for reporting purposes.