4.6.006 NSF Sexual Harassment/Assault

Effective date: March 5, 2024

Last revision date: n/a

Approvals: Executive Vice President of Academics

Responsible office: Office of Applied Research and Grants

Policy contact: Dean of Applied Research

PURPOSE and SCOPE

In 2018, the National Science Foundation (NSF) developed a new award term and condition that requires grantees to report findings of any type of harassment—including sexual harassment—regarding a PI or co-PI. The final version of the new term and condition is entitled "Notification Requirements Regarding Findings of Sexual Harassment, Other Forms of Harassment, or Sexual Assault" in the Federal Register. This policy explains MSOE's responsibility toward complying with NSF's policy. The policy is limited to NSF Primary Investigators (PIs), co-PIs, and Investigators.

I. RELATED POLICIES

Title IX-Sexual Misconduct; Faculty Research Misconduct; Student Complaints; NSF Sexual Harassment Notification Requirements

II. DEFINITIONS

None

III. POLICY STATEMENT

As a condition of accepting funding support from the National Science Foundation (NSF), Milwaukee School of Engineering "MSOE" must disclose to the NSF any findings of sexual harassment pertaining to any PI(s), co-PI(s), and key personnel or alleged violations of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault. The Principal Investigator (PI) and any co-PI(s) identified on an NSF award must meet standards of responsible behavior during the award period. Consistent with MSOE policies and statutes, privacy is maintained to the greatest extent possible in any disclosure.

All Principal Investigators (PIs) and Co-Principal Investigators (Co-PIs) submitting a proposal to the National Science Foundation are asked to sign an internal approvals routing form

acknowledging that MSOE will disclose to the NSF any findings of sexual harassment pertaining to them or alleged violations of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

INSTITUTIONAL REQUIREMENTS

1. Maintain Harassment-Free Research Workplaces:
    - Establish and maintain clear and unambiguous standards of behavior.
    - Establish notification pathways for all personnel, regardless of workplace location.
    - Provide accessible and evident means for reporting violations, including reporting when personnel are engaged in conferences, workshops, field work, or other research facilities.
    - Ensure institutional due diligence with timely investigations of allegations.
2. MSOE must report to NSF if:
    - It places a PI or Co-PI on administrative leave related to an investigation of an alleged violation or a finding/determination demonstrating 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.
    - It imposes any administrative action on a PI or Co-PI related to an investigation of an alleged violation or a finding/determination demonstrating a violation of awardee policies or codes of conduct, statutes, regulations, executive orders relating to sexual harassment, other forms of harassment, or sexual assault.
    - It issues a finding determination regarding a PI or Co-PI demonstrating 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.
3. MSOE must also report to NSF if MSOE is a sub-recipient for an NSF-funded project and any of the above occur.
4. MSOE must submit the report to NSF within ten (10) business days from the placement on administrative leave, imposition of administrative action or the date of the finding/determination. The report submission will be done by the Executive Vice President of Academics.

IV. PROCEDURE

Consistent with MSOE policies and statutes, privacy is maintained to the greatest extent possible in any disclosure. Submission of this proposal is acknowledgement that the University is required to disclose allegations and/or findings of sexual harassment,

sexual assault, or other forms of harassment where the PI or Co-PI are respondents, to the NSF.

1. Upon proposal submission:

   All Principal Investigators (PIs) and Co-Principal Investigators (Co-PIs) submitting a proposal to the National Science Foundation will be asked to sign a statement via the internal approvals form acknowledging that MSOE will disclose to the NSF any findings of sexual harassment pertaining to them or alleged violations of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

2. Upon proposal approval:

   When a grant is approved by the NSF, the Dean of Applied Research will forward the names of PIs and Co-PIs to the Executive Vice President of Academics, Title IX Coordinator and Director of Human Resource for vetting.

   If a PI or Co-PI is placed on administrative leave, or if MSOE 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, the Executive Vice President of Academics will consult the Title IX Coordinator and Director of Human Resources.

   As an Authorized Organizational Representative, the Executive Vice President of Academics will submit an Organizational Notification of Harassment form to the NSF and work with the NSF in coordination with the Dean of Applied Research to develop a plan of action for the continuation of the funded grant project.

   This procedure complies with NSF Important Notice No. 144 and related policies and procedures.

V. EXCEPTIONS

None

VI. APPENDICES

None

VII. ASSOCIATED REGULATIONS/ACCREDITATION STANDARD

Notification Requirements Regarding Findings of Sexual Harassment, Other Forms of Harassment, or Sexual Assault
Higher Learning Commission (HLC) Core Component 2

This section to be completed by the Records Manager:

Due date for review
Biennially or as needed: 2029

Public Location

MSOE Policy Library

Version History

- **2026, November 9:** Reviewed without changes
- **2024, March 5:** Initial approval

Records Manager
Associate VP of Curriculum & Knowledge Management