

WINTRE-MIX Code of Conduct

WINTRE-MIX PIs acknowledge that when employees know about the procedures for reporting harassment, have resources to assist targets of harassment, and are certain of sanctions for harassment behavior, the occurrence of harassment can be reduced [McDonald et al., 2016]. Thus, WINTRE-MIX will have a formal anti-harassment training for all participants, multiple channels for reporting harassment, and predetermined sanctions for engaging in harassment. A recent policy change at NSF (https://www.nsf.gov/od/odi/promising_practices/index.jsp) states that the “NSF does not tolerate sexual harassment, or any kind of harassment, within the agency, at grantee organizations, field sites, or anywhere NSF-funded science and education are conducted” and they “expect all awardee organizations to establish and maintain clear and unambiguous standards of behavior to ensure harassment-free workplaces wherever science is conducted.” These requirements are consistent with the independent expectations of the WINTRE-MIX PIs. The WINTRE-MIX PIs are united in their commitment to a diverse, inclusive, and respectful environment.

The WINTRE-MIX PIs agree that reporting harassment is both honorable and courageous. To encourage reporting, the WINTRE-MIX team has established the following multiple channels for reporting harassment. Justin Minder, Katja Friedrich, and Jeff French have volunteered to serve as primary points of contact during the field campaign. Any instances of harassment reported to a project point of contact may be reported to the NSF Office of Diversity and Inclusion (ODI) and/or the appropriate office at the institution of the alleged perpetrator. The primary points of contact will report the incident to the appropriate office at their home institution in accordance with the policies of their home institution. The contact information for each of these offices is provided below.

All WINTRE-MIX participants should:

1. Be familiar with NSF Promising Practices (https://www.nsf.gov/od/odi/promising_practices/index.jsp).
2. Participate in the online training on 13 December 2021, 9am-12pm ET.
 - The training will include information on how to identify and prevent harassment, how to provide support for targets of harassment, and how to report instances of harassment, sexual or other.
 - The training will include an option for online/remote participation.
 - If a participant has an unavoidable conflict with the training date and/or time, they should contact the PIs as soon as possible to explain the conflict and to make alternate arrangements
3. Report all instances of harassment in accordance with each project participant’s institutional policy, and/or to the WINTRE-MIX leads identified below.
 - WINTRE-MIX reporting contacts
 - Justin Minder, overall lead-PI (jminder@albany.edu)
 - Katja Friedrich, NSF co-PI (katja.friedrich@colorado.edu)
 - Jeff French, NSF co-PI (jfrench@uwyo.edu)
 - Cuong Nguyen, NSF co-PI (cuong.nguyen@nrc-cnrc.gc.ca)
 - Daniel Kirshbaum, McGill (daniel.kirshbaum@mcgill.ca)
 - John Gyakum, McGill (john.gyakum@mcgill.ca)
 - Julie Thériault, UQAM (theriault.julie@uqam.ca)
 - Karen Kosiba, UIUC (kakosiba@illinois.edu)
 - Organizational reporting
 - National Science Foundation (https://www.nsf.gov/od/oecr/complaint_form.jsp)
 - University at Albany (<https://www.albany.edu/equity-compliance/file-complaint>)
 - University of Wyoming (<http://www.uwyo.edu/reportit/>)
 - University of Colorado - Responding to students in distress (<https://www.colorado.edu/redfolder/>)
 - University of Colorado - reporting (<https://www.colorado.edu/oiec/>)
 - McGill University (<https://www.mcgill.ca/omr/>)
 - UQAM (<https://harcelement.uqam.ca>)
 - UIUC (<https://oae.illinois.edu/>)

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The team agrees to the following sanctions for engaging in harassment:

- Anyone requested to stop harassing behavior is expected to comply immediately.
- Accusations of physical harassment will result in immediate exclusion from all WINTRE-MIX related activities until the accusation has been investigated and resolved by both law enforcement and the appropriate parent institution.
- Those accused of non-physical forms of harassment will immediately be separated from interactions with any trainees and/or others who have been targets of alleged harassment during the period of any investigation of an accusation.
- Pending the results of an investigation by NSF and participating university OEO/Title IX Offices, the WINTRE-MIX team reserves the right to prohibit attendance by the reported perpetrators at any future WINTRE-MIX related meetings.

Definitions

Harassment constitutes a form of employment discrimination. It is defined as unwelcome conduct that is based on race, color, religion, sex, national origin, age, disability or genetic information. Harassment becomes unlawful where 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive. Harassment can be physical (involving physical contact with the victim) or can be through other actions (e.g., spoken word, electronic communications, etc.). Anti-discrimination laws prohibit retaliation against those who report harassment.

Sexual harassment is harassment that is of an implicitly or overtly sexual nature, or is based on a person's actual or perceived sex, gender, sexual orientation, gender identity, or gender expression. Sexual harassment, including sexual assault, can involve persons of the same or opposite sex, and includes any unwelcome sexual advance, request for sexual favors, or other conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education or participation in a WINTRE-MIX related activity;
- Submission to, or rejection of, such conduct by an individual is used as the basis for, or a factor in, decisions affecting that individual's employment, education or participation in a WINTRE-MIX related activity; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's employment or academic performance or creating an intimidating, offensive or hostile environment for participation in any WINTRE-MIX related activities.

Institutional reporting contacts

NSF Office of Diversity and Inclusion (ODI)

programcomplaints@nsf.gov

(703) 292-8020

University at Albany Office of Equity & Compliance

oecc@albany.edu

(518) 442-3800

University of Wyoming

Jim Osborn, Title IX Coordinator

(307) 766-5200

report-it@uwyo.edu

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Office of Institutional Equity and Compliance

Main number: 303-492-2127

ADA Compliance: 303-492-9725

Title IX Coordinator: 303-492-5359

3100 Marine Street (2nd floor)

557 UCB

Boulder, CO 80309

oiiec@colorado.edu

cureport@colorado.edu

National Research Council Canada, Senior Ethics Officer

Internaldisclosure-divulgationinterne@nrc-cnrc.gc.ca

[Office of the Public Sector of Canada](#)

Telephone: 613-941-6400

Toll Free: 1-866-941-6400

Fax:613-941-6535

McGill University, Office for Mediation and Reporting

(514) 398-6419

omr@mcgill.ca

Université du Québec à Montréal (UQAM), Bureau d'intervention et de prévention en matière de harcèlement

(514) 987-3000, poste 0886

harcèlement@uqam.ca

[University of Illinois Office for Access and Equity](#)

<https://oae.illinois.edu/reporting.html>

Institutional codes of conduct & policies

- University at Albany policies (<https://www.albany.edu/equity-compliance/laws-policies-procedures>)
- National Research Council of Canada (<https://nrc.canada.ca/en/corporate/values-ethics/code-conduct>)
- National Research Council of Canada workplace harassment and violence prevention and resolution policy (<https://nrc.canada.ca/en/corporate/values-ethics/nrc-workplace-harassment-violence-prevention-resolution-policy>)
- National Research Council Canada Disclosure Protection Act (<https://nrc.canada.ca/en/corporate/values-ethics/disclosure-protection-act>)
- University of Wyoming policies (http://www.uwyo.edu/regs-policies/_files/docs/policies/eo-harassment-nondiscrim-sap-approved_8-14-20.pdf)
- University of Colorado (<https://www.colorado.edu/sccr/>)

References

McDonald, P., S. Charlesworth, and T. Graham (2015), Developing a framework of effective prevention and response strategies in workplace sexual harassment, *Asia Pacific Journal of Human Resources*, 53(1), 41-58. McDonald, P.,

Charlesworth, S., & Graham, T. (2016). Action or inaction: Bystander intervention in workplace sexual harassment. *The International Journal of Human Resource Management*, 27(5), 548-566.

Salin, D. (2008), Organisational responses to workplace harassment: An exploratory study, *Personnel Review*, 38(1), 26-44.

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Link to be added to WINTRE-MIX EOL web page(https://www.eol.ucar.edu/field_projects/wintre-mix)
https://www.nsf.gov/od/odi/promising_practices/index.jsp