

## **The University of Tennessee at Martin Procedure for NSF Sexual Harassment Reporting Compliance**

The National Science Foundation (NSF) issued the [Notification Requirements Regarding Findings of Sexual Harassment, Other Forms of Harassment, or Sexual Assault](#) in 2018. All new NSF awards and funding amendments to existing awards after October 22, 2018, are subject to this notification requirement. Awardee organizations are “required to notify NSF of any findings/determinations of sexual harassment, other forms of harassment, or sexual assault regarding an NSF funded Principal Investigator (PI) or co-PI, or of the placement of the PI or co-PI on administrative leave, or the imposition of any administrative action relating to harassment or sexual assault finding or investigation” ([https://www.nsf.gov/od/oecr/term\\_and\\_condition.jsp](https://www.nsf.gov/od/oecr/term_and_condition.jsp)).

UT Martin will report to NSF if the institution takes the following actions:

1. Places an NSF PI or Co-PI on administrative leave related to 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 (even if no finding is imposed).
2. Imposes any administrative action on an NSF PI or co-PI related to 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 (even if no finding is imposed).
3. Issues a finding determination regarding a NSF 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.

These requirements apply regardless of whether the actions of the PI/Co-PI occurred outside the scope of the NSF award.

The Executive Director of Research, Outreach, and Economic Development is the UT Martin authorized organizational representative (AOR) responsible for reporting harassment to NSF. The AOR must submit the report to NSF within ten (10) business days from the date of the finding/ determination, the placement on administrative leave, or the imposition of administrative action. When submitting a report to NSF, the AOR will only provide the identification of the PI/co-PI involved. Personally identifiable information regarding any complainants or other individuals involved in the matter **WILL NOT** be included in the notification.

The University of Tennessee system policies expressly prohibit harassment in any form and retaliation for reporting. UT Martin’s NSF notification process will adhere to current UT system policies and procedures for investigating allegations of harassment and assault.

If you are not the AOR of an NSF awardee organization, but would like to report harassment involving an NSF-funded program or activity, please contact the NSF Office of Equity and Civil Rights (OECR) at [programcomplaints@nsf.gov](mailto:programcomplaints@nsf.gov). If you do not receive an acknowledgement within 48 hours, please follow up to ensure OECR has received your communication.

### **Resources and Related Links**

[NSF Term and Condition: Sexual Harassment, Other Forms of Harassment, or Sexual Assault](#)

[Frequently Asked Questions About NSF's Notification Requirements Regarding Sexual Harassment, Other Forms of Harassment, or Sexual Assault](#)

[UT Martin Sexual Harassment Policies and Reporting Information for Students & Employees](#)

[UT Policy HR0585 - Mandatory Reporting](#)

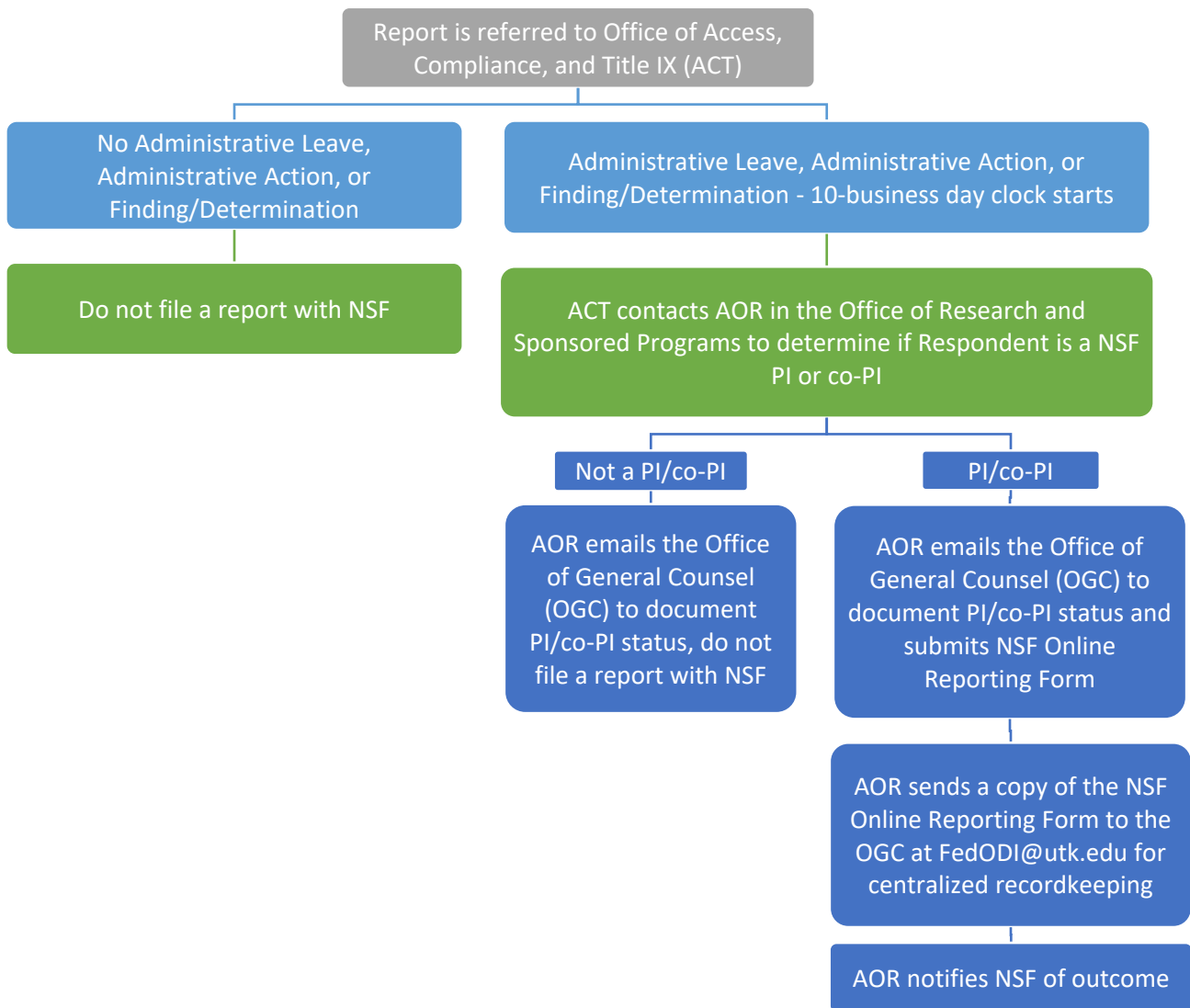
[UT Policy HR0580 - Code of Conduct](#)

[UT Policy HR0525 - Disciplinary Action](#)

[UT Policy HR0280 - Sexual Harassment & Other Discriminatory Harassment](#)

<b>UT Martin NSF Harassment Reporting Working Team</b>	
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## Flowchart for NSF Sexual Harassment Reporting Compliance



**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.