

**Southeastern Archaeological Conference (SEAC) Task
Force on Sexual Harassment and Assault**

**Report to SEAC Executive Board, November 8, 2017,
Tulsa, Oklahoma**

Compiled by

Robbie Ethridge, Chair

and

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Patrick Johnson, Chris Rodning, Mary Scales**

October 30, 2017

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History of Task Force

In 2014, the Executive Board of the Southeastern Archaeological Conference (SEAC) proposed putting together a Task Force on Sexual Harassment and Assault in response to a survey on sexual harassment and assault conducted by an *ad hoc* committee from the membership. In this survey, over 60 percent of the respondents reported being sexually harassed in the field, and 12 percent reported assault while in the field. (For more details on the survey see the full report by Meyers et al. in the 2015 SEAC Newsletter.) President Greg Waselkov then asked Tristram Kidder to chair the Task Force, to which Kidder agreed.

The Task Force did not make a report at either the 2015 or 2016 annual meeting. In 2016, Maureen Meyers, chair of the original survey committee, approached the Executive Board, asking them for an update on the Task Force. The Task Force had not been active in the two years since its founding. Subsequently, Kidder stepped down and incoming president Jay Johnson, appointed Robbie Ethridge as chair. Ethridge, Johnson, Meyers, and Tony Boudreaux (another member of the initial survey committee) met on December 2, 2016, in Oxford, Mississippi, to draft a mission statement for the Task Force, to decide the structure of the Task Force, and to identify potential members of the Task Force.

Mission Statement for the Task Force

The SEAC Task Force on Sexual Harassment and Sexual Assault (2016-2017) is charged with designing a policy statement on sexual harassment and sexual assault for the organization. In doing so, the Task Force will provide for SEAC a definition of sexual harassment and sexual assault. The Task Force is also charged with designing mechanisms appropriate to SEAC for reporting and mitigating sexual harassment and sexual assault in the field or any other work place or student environment. Although SEAC will not adjudicate sexual harassment and sexual assault cases, the Task Force will establish a means by which victims will be directed to appropriate offices in university, state, and federal agencies.

Structure and Duties of the Task Force

The Task Force, as structured herein, is to be in place until the 2017 SEAC annual meeting in Tulsa, Oklahoma. Johnson, Ethridge, Meyers, and Boudreaux decided that the Task Force

should consist of nine members. The Task Force is to be composed of members of SEAC and will include a chair, two students, two professionals with academic posts, two professionals working in cultural resources management (CRM), and two professionals working in government agencies.

Jay Johnson, now president of SEAC, appointed Robbie Ethridge as chair in December 2016. He appointed eight additional members to the Task by May 2017.

Committee Members (2016-2017)

Chair: Robbie Ethridge, University of Mississippi

Students: Patrick Johnson, College of William and Mary, and Mary C. Scales, University of Georgia

Academics: Chris Rodning, Tulane University, and Gayle Fritz, Washington University in St. Louis

CRM: Jera Davis, New South Associates, and Scot Keith, New South Associates

Government Agencies: Michael Fedoroff, Corps of Engineers, and Meredith D. Hardy, National Park Service

Spring Meeting

On Thursday, May 11, 2017, the SEAC Task Force on Sexual Harassment and Sexual Assault met in the Griffin Boardroom at the Inn at Ole Miss at the University of Mississippi, in Oxford, Mississippi, and at SEAC expense. In attendance were Robbie Ethridge, Jera Davis, Meredith Hardy, Scot Keith, Michael Fedoroff, Gayle Fritz, Patrick Johnson, Chris Rodning, and Mary Scales. The total costs for the meeting were \$6,683.22 (see Appendix A for itemized expenses).

Prior to the meeting, Ethridge asked each of the members to provide information on the policies, procedures, and reporting mechanisms to deal with sexual harassment and sexual assault in place in their institutions, agencies, and private firms. These reports and materials are available as PDFs via Dropbox for the Task Force to peruse and study (see Task Force Materials Table of Contents) The dropbox link is

<https://www.dropbox.com/sh/zb072686or7enzy/AAAJQlh3AMOc-cnAk7Hu8vLJa?dl=0GET>.

In addition, prior to the meeting, Ethridge met with Honey Ussury, the University of Mississippi Title IX Officer, to gather information on the policies, procedures, and mechanisms at the University of Mississippi (see Ussury notes compiled by Ethridge in Task Force Dropbox).

The meeting began with reports from Tony Boudreaux on the Society for American Archaeology (SAA) sexual harassment committee, of which he was a committee member, and from Maureen Meyers, who conducted the SEAC 2014 survey. Ussury also met with the Task Force to answer any questions and to discuss implementing policy and mechanisms.

Afterwards, each member gave brief presentations on the materials they had collected. Then, after lunch the committee began discussions. These were wide ranging, and among other things

included conversations about the definitions of sexual harassment and sexual assault, other professional and scholarly organizations' policy statements, possible mechanisms for reporting and mitigating sexual harassment and sexual assault in the SEAC community, and the possibility of launching an awareness campaign and what that would involve. The minutes of the meeting are posted on the Task Force Dropbox link.

From these discussions, the Task Force compiled a series of recommendations that the Task Force members then researched and drafted over the summer. The Task Force recommends the following actionable items for approval by the SEAC Executive Board.

Recommendations

1. Extend the Task Force. As described below, the Task Force has several recommendations for SEAC that will take at least another year to complete. Therefore, the Task Force recommends that SEAC extend the Task Force (as currently instated) until the SEAC meetings in 2018 and approve funds for a Task Force meeting in Spring 2018.

3. Policy Statement and Code of Conduct. The Task Force drafted a SEAC policy on sexual harassment and sexual assault, including definitions, and an accompanying draft of a Code of Conduct. See Appendices B and C. The Task Force recommends that SEAC charge the Task Force with finalizing the policy and a SEAC Code of Conduct based on the drafts herein. See Appendices B and C for a draft policy statement and a guide to drafting a Code of Conduct.

4. Appoint a Sexual Harassment and Assault Response Coordinator (SHARC). The Task Force recommends that SEAC appoint a Sexual Harassment and Sexual Assault Response Coordinator (SHARC) beginning in Fall 2018 and allocate funds for any training needed by the SHARC. If the Executive Board approves this recommendation the Task Force will investigate training opportunities and costs for a SHARC and send a report to the board. The Task Force will be responsible for nominating the inaugural SHARC, who will then be approved by the Executive Board. In collaboration with the SHARC, the Task Force will also be responsible for identifying a SHARC training facility.

5. Awareness Campaign. The Task Force concluded that the first step in mitigating sexual harassment and assault is to increase awareness of the problem. To that end, the Task Force recommends that SEAC launch an awareness campaign in 2018. This campaign would include several items and tasks, all of which require Executive Board approval. See Appendix D for details on the awareness campaign.

6. Mechanisms for mitigating and reporting sexual harassment and assault. The Task Force recommends that the Executive Board charge the Task Force with examining what additional mechanisms for mitigating and reporting sexual harassment and sexual assault are available and legally viable for a volunteer organization such as SEAC. This item will most likely include legal consultation, which would be conducted at the expense of SEAC. The Task Force would have this recommendation report ready by the Fall 2018 SEAC meetings.

7. Position on the Executive Committee. Finally, the Task Force recommends that SEAC create a permanent position on the Executive Board for the SHARC or some other person to be responsible for overseeing the maintenance of SEAC efforts to mitigate sexual harassment and sexual assault among its members.

Appendix A: Task Force May 2017 Meeting Itemized Expenses

<u>Item</u>	<u>Description</u>	<u>Cost</u>
Hotel Rooms for 5/10/2017	8 rooms @ \$116.63/night	= \$ 933.04
Hotel Rooms for 5/11/2017	8 rooms @ \$116.63/night	= 933.04
Meeting room for 5/11/2017	Griffin Boardroom @ \$107.00/day	= 107.00
AV equipment for 5/11/2017	LCD, laptop, screen	= 53.50
Catering for 5/11/2017	Morning coffee and snacks	= 284.50
Catering for 5/11/2017	Afternoon coffee and snacks	= 126.11
Lunch for 5/11/2017	Lunch for Ethridge only	= 11.24
Dinner and drinks for 5/10/2017	Ethridge cooked dinner for 13*	
	Kroger food and beer	= 116.30
	Star Package Wine	= 48.36
Dinner for 5/11/2017	Lenora's Restaurant for 11**	= 406.35
Drinks for 5/11/2017	Lenora's Restaurant for 11**	= 198.40
Fedoroff travel		= 331.70
Fritz travel		= 369.15
Hardy travel		= 412.51
Johnson travel		= 1,180.28
Keith travel		= 210.10
Rodning travel		= 422.76
Scales travel		= 538.88
TOTAL		=\$6,683.22

* Guests were the nine Task Force members (Jera Davis, Michael Fedoroff, Robbie Ethridge, Gayle Fritz, Meredith Hardy, Patrick Johnson, Scot Keith, Chris Rodning, Mary Scales) and two consultants (Tony Boudreaux and Maureen Meyers), and the UM departmental chair and her significant other (Kirsten Dellinger and Jeff Jackson)

** Guests were the same as above excluding the UM departmental chair and her significant other.

Appendix B: Proposed draft of SEAC policy and statements on sexual harassment and sexual assault (Robbie Ethridge)

SEAC Policy Statement on Sexual Harassment and Sexual Assault—Draft Statement, October 2017 (adapted and modified from the Society for American Archaeology Statement on Sexual Harassment and Violence, 2017; permissions pending)

Archaeologists' learning and work environments are the context not only for the many duties of professionals in our field but also for cultivating confident and effective future generations of archaeologists. Today, archaeologists have many roles: instructional staff and students in classroom, lab, and field settings; curatorial staff in non-profit and government museums; cultural heritage managers and educators in governmental, tribal, and public utility settings; supervisors and employees in private cultural resource/heritage management firms; and participants in professional meetings and conferences. All of these contexts bring practitioners into contact with members of an increasingly diverse population of students, employees, and colleagues.

The Southeastern Archaeological Conference (SEAC) places high value on assuring that educational and work experiences in archaeology are optimal for all to develop and practice relevant skills and knowledge. Intimidation, harassment, and assault based upon sex, gender identity, sexual orientation, ethnicity, disability, national origin, religion, or marital status, actual or perceived, has been legally recognized as having a chilling effect on learning and workplace experiences, not only for the targets of such behavior but also for others witnessing it. SEAC will not tolerate such behavior. If a SEAC member understands themselves to be the subject of such behaviors please contact the Sexual Harassment and Assault Response Coordinator (SHARC) at [contact information TBD], also you may consult the SEAC Background and Resource Guide for Addressing Sexual Harassment and Violence at [web address] for more information on sexual harassment and assault and what to do if you have a grievance.

The U.S. federal government has implemented laws for educational and workplace settings to ensure that all students and employees, regardless of sex, gender identity, sexual orientation, ethnicity, disability, national origin, religion, or marital status, have access to an equal educational and work experience, free from discrimination, harassment, or assault. Other national, tribal, state, provincial, and local governments have also passed legislation prohibiting such behavior. Policies and practices of institutions in which archaeologists work often describe in detail the nature of such intimidating or violent behavior and how persons who have been targeted, or others who witness such behavior, can seek redress.

It is imperative that all SEAC members educate themselves on their country's, nation's, state's, province's, institution's, and SEAC's laws, regulations, policies, and procedures pertaining to sexual, gender, and other forms of harassment and violence, and abide by these when teaching, learning, working, and engaging in collegial interactions. Those who serve as instructional staff

or principal investigators have special legal and ethical responsibilities and should be aware of these in all situations.

SEAC's Executive Board is especially concerned that archaeological field schools and research experiences follow the guidelines and procedures of their sponsoring agency and/or institution, which the Board believes hold regardless of the location of the instructional site. Members of field schools—both instructional staff and students—must be informed of their obligations, rights, and avenues of redress.¹ The Board stresses that in all other contexts, practitioners must conduct themselves in accordance with relevant laws and regulations and have an ethical responsibility to intervene in cases where they observe peers violating relevant laws.²

To facilitate this, the SEAC Executive Board has posted a document (below), entitled SEAC Background and Resource Guide for Addressing Sexual Harassment and Violence, containing relevant definitions, U.S. federal government legislation and their relevance to archaeological settings, the SEAC Code of Conduct, suggestions for prevention, and bystander awareness, as well as what to do if one has a grievance.

SEAC Background and Resource Guide for Addressing Sexual Harassment and Violence—Draft Statement

(This statement is based on the Society for American Archaeology Background and Resource Guide for Addressing Harassment and Violence, 2016, and the Executive Committee of the American Association of Physical Anthropologists Statement on Sexual Harassment and Assault, November 2015. If the following statement is approved by SEAC the Task Force will then obtain permissions from the AAPA and the SAA)

Introduction and Scope of Policy

The Southeastern Archaeological Conference (SEAC) is committed to providing a safe space, free of threats, harassment, or assault, to all of our members regardless of their age, ethnicity, gender identity or expression, sexual orientation, disabilities, religion, marital status, or any other reason unrelated to professional performance. Experiences of harassment and assault and threats of those behaviors, especially those of a sexual- or gender-identity based nature, in educational and workplace contexts can shape an individual's ability to complete their training or pursue their career goals.³ Professional training and research in archaeology often require

¹ Muckle, Bob (2014). "On Sexual Harassment and Assault in Archaeology," The SAA Archaeological Record 14, no. 5:32-33. See <http://onlinedigeditions.com/publication/?i=232900>.

² Wood, Bernard (2015). "Zero tolerance. Period." Science 350, no. 6260:487-487. See <http://www.sciencemag.org/content/350/6260/487.full>.

³ Leskinen, Emily A., Cortina, Lilia M., Kabat, Dana B. (2011), "Gender Harassment: Broadening our understanding of sex-based harassment at work." *Law and Human Behavior* 35(1): 25-39; Einarsen, Ståle., Hoel, Helge, Zapf, Dieter, Cooper, Cary, Eds. (2011), *Bullying and Harassment in the Workplace: Developments in Research, Theory and Practice. Second Edition* (Boca Raton: CRC Press).

many years of preparation, intensive collaboration, and research away from home institutional contexts. Both assault and harassment remain substantial issues in fieldwork situations,⁴ and there are indications that these issues are also relevant at conferences.

This *SEAC Background and Resource Guide for Addressing Harassment and Violence* is intended to convey accepted guidelines for appropriate behavior for SEAC members and to provide targets of such behavior with resources for seeking legal and institutional recourse. In it, SEAC outlines best practices regarding the definition, prevention, and reporting of sexual and other types of harassment and violence in our professional community as well as our expectations for the professional behavior of SEAC members. Here we define “and other” specifically as those forms of harassment and violence based upon the targeted person’s attributes other than sex, for example, gender identity or expression, sexual orientation, ethnicity, disability, religion, and marital status. SEAC’s Detailed Statement is not intended to constitute legal advice. In the event of any conflict between it and applicable law or institutional policy, the applicable law or institutional policy prevails. SEAC members and institutions are encouraged to seek their own counsel for advice in any specific situation.

What are sexual harassment, rape, and sexual assault?

According to the United States Equal Opportunity Commission, sexual harassment includes comments directed at someone because of their sex as well as unwelcomed sexual advances or demands for sexual favors.⁵ The Department of Justice defines rape as forced penetration of any body part of another person without that person’s consent.⁶ This definition of rape acknowledges the sex and gender of the perpetrator and victim is irrelevant, a victim is not required to physically resist, and a person may be unable to provide consent (e.g., due to intoxication, psychological coercion, physical incapacitation, or other physical and mental incapacities). Sexual assault includes actual or attempted physical attacks (e.g., rape) and any

⁴ Maureen Meyers, Tony Boudreax, Stephen Carmody, Victoria Dekle, Elizabeth Horton, and Alice Wright (2015), “Preliminary Results of the SEAC Sexual Harassment Survey,” *Horizon and Tradition* (Newsletter of the Southeastern Archaeological Conference) April 2015:19-35; Clancy, Kathryn B. H., Nelson, Robin G., Rutherford, Julianne R., Hinde, Katie., “Survey of academic field experiences (SAFE): Trainees report harassment and assault,” *PLOS One* 9(7): see <http://journals.plos.org/plosone/article?id=10.1371/journal.pone.0102>. Over 90% of female and 70% of male study participants were trainees or employees at the time that they were targeted. For the purposes of this survey, sexual harassment was defined as sexual remarks and comments about physical appearance and/or cognitive sex differences and sexual assault as unwanted physical contact of a sexual nature, including touching, physical threats or rape.

⁵ U.S. Equal Employment Opportunity Commission, “Facts About Sexual Harassment,” see <http://www.eeoc.gov/eeoc/publications/fs-sex.cfm>.

⁶ See, “Attorney General Eric Holder Announces Revisions to the Uniform Crime Report’s Definition of Rape,” January 6, 2012, available at <http://www.justice.gov/opa/pr/attorney-general-eric-holder-announces-revisions-uniform-crime-report-s-definition-rape>.

sexual contact (including fondling or groping) or behavior without explicit consent of the recipient.⁷

SEAC members are expected to conduct themselves in a manner consistent with applicable civil and criminal laws prohibiting sexual harassment, rape, and sexual assault.

As archaeologists, we conduct our professional business in diverse spaces including field settings, offices, conferences, workshops, classrooms, and laboratories on college and university campuses and in museums, cultural resource management (CRM) firms, and government institutions throughout the country and abroad, as well as online. Accordingly, sexual harassment and assault can occur in all of these spaces. Many (though not all) archaeologists work under the auspices of federally funded colleges and universities while many others work for federal, tribal, state, and local agencies and organizations. These persons are governed not only by local, state, tribal, and federal criminal and civil law but also by the policies and rules of these institutions and agencies, including Title IX of the Education Amendments (1972), 20 U.S.C. §1681 et seq., and similar legislation in other countries.

What are harassment and assault, as defined by the Hate Crimes Prevention Act?

The Hate Crimes Prevention Act prohibits and prescribes penalties for anyone who commits, or attempts to commit, acts of violence against another person because of the actual or perceived “race,⁸ color, religion, or national origin” of any person, or because of real or perceived gender, sexual orientation, gender identity, or disability. The term “gender identity” means actual or perceived gender-related characteristics.

Such offenses include aggravated sexual abuse or an attempt to commit it. The law defines the term “bodily injury” as a cut, abrasion, bruise, burn, or disfigurement, physical pain, or illness; impairment of the function of a bodily member, organ, or mental faculty; or any other injury to the body, no matter how temporary. The law defines the term “serious bodily injury” as bodily injury that involves a substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

Readers should note that the Hate Crimes Prevention Act specifically excludes solely emotional or psychological harm to the victim (see below). However, in this area, Title VII of the Civil Rights Act of 1964 regarding workplace discrimination and Title IX of the Education Amendments of 1972 (see below) regarding hindrances to educational opportunity may apply to such threats to employee and student security and effectiveness in their respective situations.

⁷ See “Sexual Assault,” Department of Justice, updated April 2, 2015. <http://www.justice.gov/ovw/sexual-assault>.

⁸ Here the SEAC Board stresses our recognition that “race” is a socially constructed category, but notes that it is one included in federal and state law and other documents and includes the term when quoting those documents.

Relevant United States federal laws

Numerous civil and criminal laws enacted at the local, state, and federal level provide varying and overlapping rights and obligations regarding harassment, rape, and sexual assault or assault based upon. These include, without limitation:

Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq., which makes it unlawful for employers to make employment decisions (e.g., hiring, firing, promotion, and compensation) on the basis of sex or to limit, segregate, or classify employees or applicants on the basis of sex. It protects individuals (i.e., applicants and employees) from hostile environments (including sexual harassment) in employment. See <https://www.eeoc.gov/laws/statutes/titlevii.cfm>.

Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., specifically applies to education programs to protect individuals (e.g., visitors, volunteers, students, and faculty) from being excluded from participation, denied the benefits, or discriminated on the basis of sex. See <https://www.justice.gov/crt/overview-title-ix-education-amendments-1972-20-usc-1681-et-seq>.

The Matthew Shepard and James Byrd, Jr., Hate Crimes Prevention Act, 18 U.S.C. §249, makes it a crime to willfully cause bodily injury to another person because of actual or perceived gender, sexual orientation, or gender identity. See <https://www.law.cornell.edu/uscode/text/18/249>.

The reauthorization of the Violence Against Women Act (VAWA) includes specific stipulations for issues concerning campus sexual violence (the so-called SaVE Act provision). See <https://www.federalregister.gov/documents/2014/10/20/2014-24284/violence-against-women-act>.

Criminal offenses for statutory rape vary by state in terms of minimum age of the victim, minimum age of defendant, and age differential between them. See <https://aspe.hhs.gov/report/statutory-rape-guide-state-laws-and-reporting-requirements-summary-current-state-laws>.

Civil Protection Orders (CPOs) vary by state. The American Bar Association has prepared charts summarizing CPOs for sexual assault and for stalking and harassment in the United States and the District of Columbia. See http://www.americanbar.org/content/dam/aba/administrative/domestic_violence1/Charts/SA%20CPO%20Final%202015.authcheckdam.pdf

Many states have or are in the process of adopting legislation specifically regarding sexual misconduct on campus.

Many private firms and employers have non-discrimination policies and/or regulations that proscribe appropriate behavior for employees.

Members of the Register of Professional Archaeologists are bound by RPA's Code of Conduct: Sexual Harassment. See <http://rpanet.org/?page=RPACodeSexualHarassm>.

Generally, U.S. federal statutes set a baseline of protections upon which state and local authorities may provide additional or stronger protections; thus, the law of one jurisdiction may demand a higher standard of conduct than the law of another. The specific conduct required or prohibited varies from place to place as do the proscriptions (i.e., the acts, types of actor, types of victim, or types of setting). For any given circumstance and time, multiple laws apply. State human relations commissions are important resources and can refer individuals to the appropriate authority to handle situations involving civil and criminal laws.⁹ While it is beyond the scope of SEAC's statement to review all relevant law that may apply to SEAC members at any particular time, it is important to remember that depending on the circumstance multiple lines of redress may exist.

How does Title IX relate to sexual harassment and assault?

In the United States, private and public colleges and universities that receive federal funds must comply with Title IX of the Education Amendments (1972), 20 U.S.C. §1681 et seq. Title IX prohibits discrimination on the basis of sex in educational programs, activities, and employment. Title IX applies regardless of whether federal financial assistance is received directly or indirectly. Title IX applies to all forms of sexual discrimination including sexual harassment, sexual misconduct, sexual violence, and all forms of gender-based harassment. Title IX applies equally to students, staff, and faculty, and is meant to protect students and employees from sexual harassment by any school employee, student, or nonemployee third party.

Title IX requires, among other things, that a school: 1) publish a non-discrimination statement; 2) appoint a Title IX coordinator; 3) adopt and publish grievance procedures that are prompt, equitable, and allow for adequate, reliable, and impartial investigation of complaints; 4) use and enforce appropriate remedies; 5) provide education and prevention programs; 6) provide general training for all campus community members about the school's policies and procedures; and 7) provide specific training for implementers and adjudicators about the school's grievance procedures and its response to complaints of sexual harassment and sexual violence. Therefore, all students and employees at colleges and universities receiving federal financial assistance should have access to these offices and resources. Under Title IX, if a school knows or reasonably should know about sexual harassment that creates a hostile work or learning environment, the school must eliminate the harassment, prevent its recurrence, and address its effects.

⁹ See <http://www.justice.gov/crt/legalinfo/stateandlocal.php>.

A school violates Title IX if it has “notice” of a sexually hostile environment and fails to take immediate and corrective action. A school is deemed to have notice if a responsible employee knew or, in the exercise of reasonable care, should have known about the harassment. A responsible employee includes any employee who: 1) has the authority to take action to redress the harassment; 2) has the duty to report to appropriate school officials sexual harassment or any other misconduct by students or employees; or 3) a student could reasonably believe has the authority or responsibility to take action. Unlawful discrimination on the basis of sex includes rape, sexual assault, and sexual harassment (*i.e.*, hostile environment). Many SEAC members are affiliated with colleges, universities, and research institutions throughout the United States. Thus, members may be accountable to their colleges and universities via Title IX. Members outside the U.S. will also be bound by any similar legislation in their home country or country of employment.

How do Title VII of the Civil Rights Act and the Violence Against Women Act relate to sexual harassment and assault?

The Civil Rights Act of 1964 (Pub. L. 88-352) (Title VII), as amended, makes it illegal to discriminate against a person on the basis of “race, color, religion, or national origin,” and, most importantly in the case of sexual harassment and assault, because of sex. The act requires that employers not refuse to hire or discharge an individual or otherwise discriminate against them on the basis of their sex. Discrimination in terms of compensation, terms, conditions, and privileges of employment are also included. Retaliation against someone because they file a complaint or participate in a discrimination investigation is also illegal. As noted by the U.S. Equal Employment Opportunity Commission “*Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964.*”¹⁰ Any employer with 15 or more employees must comply with Title VII. Those who are pregnant, affected by childbirth, or medical conditions related to pregnancy or childbirth are also covered under the act.

The Violence Against Women (VAWA) Reauthorization Act (2013) prohibits sexual assault, domestic violence, dating violence, and stalking. “*VAWA primarily addresses certain types of violent crime through grant programs to state, tribal, and local governments; nonprofit organizations; and universities. VAWA programs target the crimes of intimate partner violence, dating violence, sexual assault, and stalking.*”¹¹

Where do SEAC’s Statement on Sexual Harassment and Violence Background and Resource Guide for Addressing Harassment and Assault and Violence apply?

¹⁰ U.S. Equal Employment Opportunity Commission, Facts About Sexual Harassment, see <http://www.eeoc.gov/eeoc/publications/fs-sex.cfm>.

¹¹ “The Violence Against Women Act: Overview, Legislation, and Federal Funding, Congressional Research Service;” see <https://www.fas.org/spp/crs/misc/R42499.pdf>.

The statement applies to all physical (field, lab, office, university campuses, and conference settings) and online spaces in which archaeologists conduct professional business.

“Home”

In offices, colleges and universities, museums, and other places of research, teaching, and cultural resource management, we are often involved in collaborative endeavors that enable us to engage with colleagues at all stages of their careers and from many disciplines. While these collaborative projects can produce promising results, they can also put us at risk for abuses of power. We encourage everyone to be aware of the rules surrounding appropriate behavior and the available resources in cases of abuses of any sort.

Field contexts

Fieldwork is a central component of training and research in archaeology. These research trips often remove us from our home environments, and require us to engage with researchers, staff, and community members from areas around the world. They also require that work relationships be removed from their primary contexts and be situated in spaces that may have different cultural or professional rules. Due to their centrality in training in our discipline, we view the field as a workplace environment and an extension of our working environments at home. As such, SEAC holds that all employment, college, university, or other institutional rules regarding appropriate behavior apply in these fieldwork contexts, as does the SEAC Policy Statement on Sexual Harassment and Assault and the SAA Principles of Archaeological Ethics. If fieldwork is conducted under the aegis of a sponsoring institution (*e.g.*, university, museum, or private nonprofit), those laws and regulations, as well as avenues of recourse in cases of offenses against these, apply to the fieldwork situation. If fieldwork is conducted on land managed by federal, state, or local agencies, then the laws and regulations of those jurisdictions may also apply.

Social media, email, and other forms of digital socializing and communication

People engage in social media for varied reasons. Activities on social media may be subject to provisions of some or all of the applicable laws discussed above. If using social media professionally (including to network with colleagues or for purposes of public outreach), SEAC members are expected to approach the interface as members would at a conference, understanding that there are many colleagues who are “friends” who can see the posts and who would hold the author of the post to a high standard of professional behavior.

Before posting or commenting to a professional audience (even if mixed with non-academic “friends”), SEAC members are expected to consider this information available to the public. Nothing shared online is truly private, and the information shared may last “forever.” Social media can serve as a megaphone, amplifying private conversations beyond the originally intended audience. When using social media, SEAC members should consider whether people are likely to interpret the writing in the way it was intended. The same temperament and

attitude is also expected of SEAC members for email communication with colleagues (including faculty, students, and staff).

Conferences

SEAC is dedicated to providing a harassment-free meeting experience for everyone, regardless of sex, gender identity and expression, sexual orientation, disability, physical appearance, ethnicity, religion, or age. Due to their centrality in professional training and networking in our discipline, conferences are clearly an extension of the educational and workplace environment. As such, all office, agency, college or university, and other appropriate institutional rules regarding appropriate behavior apply in these contexts as does the SEAC Policy Statement and SAA Principles of Archaeological Ethics. However, should an incident occur while at a SEAC-sponsored conference, meeting, or workshop, the SEAC officers, Executive Board, and session or workshop chairs should be considered safe authorities with whom incidents can be discussed. SEAC will not tolerate harassment of meeting participants in any form.

Suggestions for prevention

SEAC believes that it is the responsibility of each member of our organization to create safe spaces free of discrimination, harassment, or assault. There are clear steps that we can take to help to foster a supportive and safe professional community, in person, in the field, at meetings, and online.

All SEAC members should educate themselves about types of sexual and other misconduct (harassment, rape, sexual assault, assault with the intent to commit bodily harm) and commit to not perpetrating these acts.

SEAC members who are Principal Investigators are encouraged to create and enforce field-site specific codes of conduct.

SEAC members who are Principal Investigators are legally required and strongly encouraged to report all harassment and assault that occurs at their places of research.

SEAC student members are encouraged to research all field schools and programs before attending, should make themselves aware of what resources will be available on site, and should request a code of conduct from the field school administrators.

SEAC student members are also encouraged to discuss all potential field research experiences with a trusted advisor or peer mentor.

All SEAC members are encouraged to request a code of conduct from the Principal Investigators in charge of research and CRM project sites.

All SEAC members should inquire about appropriate reporting mechanisms and university and government resources, in the case that the Principal Investigator fails to provide this information.

SEAC encourages the supervisors of field schools or research experiences to make available: 1) their code of conduct prohibiting sexual and other assault and harassment, and 2) appropriate reporting mechanisms for those who do experience or witness unwanted sexual contact of any type.

SEAC Code of Conduct

See Task Force on Sexual Harassment and Sexual Assault Report to Executive Board, Appendix C

Bystander awareness

Bystanders are those who observe or are subsequently informed of instances of sexual misconduct. Individuals react differently when witnessing or learning about sexual misconduct. It is important that SEAC members know how to recognize sexual harassment, rape, or assault and consider safe, responsible, and effective ways to react or intervene.

In addition, SEAC recommends proactive engagement to foster a culture of respect and prevent sexual and other harassment, rape, and assault. The “It’s On Us Campaign,” which aims to establish a collective, societal ownership of the problem of sexual violence and to empower all of us to engage in shifting the cultural norms toward respect, has a useful toolkit that SEAC members may want to review and use.¹²

The following information is provided to help bystanders:

Ensure safety, then select the most appropriate approach

Be aware of your surroundings

Create a distraction

Interject yourself into the conversation

Use the power of the group, and tell another person about the situation

Ask the affected individual if he or she is ok

Speak out and/or tell an authority figure about the situation

¹² See www.itsonus.org; for tool kit see http://www.itsonus.org/wp-content/uploads/2017/04/IOU-Toolkit_Fall2016.pdf.

Support the affected individual¹³

Encourage the affected individual to report the incident

Respect the individual's choice either to report or not to report the incident

Advise the affected individual to seek appropriate support

What to do if you believe you have a grievance

SEAC has instituted a Sexual Harassment and Assault Response Coordinator (SHARC), who can be reached at [TBD]. [Explanation of SHARC's expertise and responsibilities—TBD]. In addition, we strongly recommend that our members seek the appropriate authorities with which to file claims of sexual harassment and assault. Typically, the line of formal complaint is through the perpetrator's home institution or organization. All members should make themselves aware of the appropriate processes at their home institutions as well as the areas (i.e., legal jurisdictions) where fieldwork, meetings, and other business are conducted.

SEAC members should also be aware that the Register of Professional Archaeologists, with its Code of Conduct, has investigative powers and is in the position to act with regard to members who have violated that code.

Our goal is to foster a culture that makes our profession a safe and open working environment for all. The lines of formal reporting in all cases remain through the perpetrator's home institution. As stated before, however, should an incident occur while at a SEAC-sponsored conference, meeting, or workshop, the SHARC, officers, Executive Board, and session or workshop chairs should be considered safe authorities with whom such incidents can initially be discussed.

Formal resources include, but are not limited to:

Campus resources

Office of Human Resources
Office of Diversity/Equity/Compliance/Human Rights
Office of legal counsel
Anti-Discrimination officer
Ombuds Office

¹³ For example, see <http://stepupprogram.org/topics/sexual-assault/#actionsteps>;
<https://rainn.org/getinformation/sexual-assault-prevention/bystanders-can-help>.

Field Instructor/Research Office
Faculty Complaint Professor (formal or informal)
Title IX or Sexual Harassment Coordinator
Employee Assistance Program (EAP)
Codes of Conduct
Campus police
Local, state, and federal law enforcement
Local and state human relations commissions
State and Federal Attorneys General
Harassment and Discrimination Policies

Field and other resources

Site supervisor
Colleagues
Local, state, and federal law enforcement
Local and state human relations commissions
International security agencies (embassies, consulates)
Support services
Student Health Services
Medical Center Emergency Department
Counseling and Psychological Services
Local Crisis Response Center
Clergy

Summary

Sexual or other harassment, violence, and the threats of such behavior will not be tolerated in any form. SEAC is committed to providing safe physical and online spaces for all of its members.

Acknowledgments

The Task Force would like to acknowledge the guidance and help from Jay Johnson, Maureen Meyers, Tony Boudreaux, and Honey Ussery.

Additional Resources

Clancy, Kathryn B.H., Nelson, Robin G., Rutherford, Julianne R., Hinde, Katie, "Survey of academic field experiences (SAFE): Trainees report harassment and assault", *PLOS One* 9(7): <http://journals.plos.org/plosone/article?id=10.1371/journal.pone.0102>

Muckle, Bob (2014). "On Sexual Harassment and Assault in Archaeology", The SEAC Archaeological Record
http://depts.washington.edu/anthweb/resources/diverse_pdfs/archy.rec.nov.2014.sex.harass.p_df

Gewin, Virginia (2015). "Social behaviour: Indecent Advances" *Nature* 519: 251-253. <http://www.nature.com/naturejobs/science/articles/10.1038/nj7542-251a>

Meyers, M., Boudreax, T., Carmody, S., Dekle, V., Horton, E., Wright, A., 2015. Preliminary Results of the SEAC Sexual Harassment Survey. *Horizon and Tradition* 57, 19-25.

Wood, Bernard (2015). "Zero tolerance. Period" (editorial). *Science* 350: 487.

"We can Act" – a report developed by the American Philosophical Association Sexual Harassment Ad Hoc Committee

<http://c.ymcdn.com/sites/www.apaonline.org/resource/resmgr/sexualharassmentreport.pdf>

American Association of University Professors Publications:

Sexual harassment policies 2002: <http://www.aaup.org/issues/sexual-harassment/policies-2002>

Current issues and trends: <http://www.aaup.org/issues/sexual-harassment/> Resources on Sexual Harassment and Assault:

<http://www.aaup.org/issues/sexual-harassment/resources-sexual-assault-and-sexual-harassment>

Department of Education Office of Civil Rights Publications: 2001 Revised Sexual Harassment Guidance:

<http://www2.ed.gov/about/offices/list/ocr/docs/shguide.html>

Dear Colleague Letter: <http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201104.html>

Questions and Answers on Title IX and Sexual Violence (pdf):

<http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>

Bystander resources:

<http://nsvrc.org/bystander-intervention-background-and-general-information>

It's On Us Campaign: <http://itsonus.org>

Greendot.etcetera: <https://www.livethegreendot.com/>

Appendix C: Code of Conduct (Gayle Fritz)

A. SUGGESTED OUTLINE OF A CODE OF CONDUCT FOR A FIELD SCHOOL OR A FIELD PROJECT

Because sexual harassment and sexual violence are persisting violations of professional, moral, and legal standards that cannot be tolerated, we offer the following recommendations for project directors seeking to implement or strengthen a Code of Conduct for field schools and other research projects. (See item “C” below for an example of a code of conduct geared specifically for CRM projects.)

I. The field school syllabus or procedural handbook should include readings such as Clancy et al., Meyers et al., and Muckle.¹⁴ We recommend that at least one of these articles be discussed by all participants at the initial orientation session or soon thereafter.

II. All participants need to understand the definitions of sexual harassment and sexual violence, along with the laws that make them illegal. For example, the following statement comes from the agreement read and signed by members of the Summer Field School in Archaeology run by the University of Nevada at Lincoln:

“The field school has zero tolerance for sexual harassment. We abide by Section 703 of Title VII of the 1964 Civil Rights Act, which states:

‘Unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature constitute sexual harassment when 1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, 2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or 3) *such conduct has the purpose or effect of* unreasonably interfering with an individual’s work performance *or creating an intimidating, hostile, or offensive working environment* (emphasis is ours).’”

III. Field school directors should consider implementing the procedure, if not already in place, of asking students to sign statements agreeing to comply with sexual harassment policies and, of course, all other field school policies. The University of Nebraska-Lincoln’s agreement statement, which includes students’ signatures, warns: “Any transgression from professional conduct may result in the student being sent home, at his/her own expense, assigned an “I” (incomplete) or “F” for the course (at the discretion of the instructors), and the forfeiture of the scholarship and all fees.”

¹⁴ Clancy, et al., “Survey of Academic Field Experiences (SAFE);” Meyers, et al., “Preliminary Results;” Muckle, Robert J. (2014), “On Sexual Harassment and Abuse in Archaeology,” *The SAA Archaeological Record*, pp. 32-33.

IV. During the group discussion of expectations and guidelines, instructors should emphasize that unwanted sexual advances are not the only form of harassment, as the previous quote makes clear. Offensive jokes and comments are also capable of interfering with healthy fieldwork cultures, even if the speaker does not intend a harmful impact. Two SEAC Task Force members commented that their field schools had code words such as “Title IX” that could be interjected, usually lightheartedly, as a warning when a boundary between inoffensive and potentially abusive banter or other forms of speech was approached or crossed.

V. The crucial role of bystander awareness should be stressed, since all participants contribute to a culture of respect and prevention. The SAA-BRGFAHV includes the following guidelines, among other tips, for bystanders who observe or are informed after-the-fact about instances of sexual misconduct:

- Interject yourself into the conversation
- Use the power of the group, and tell another person about the situation
- Ask the affected individual if he or she is okay
- Speak out and/or tell an authority figure about the situation
- Support the affected individual by encouraging her or him to report the incident, but respect the individual’s choice either to report or not
- Advise the affected individual to seek appropriate support

VI. All students and staff should be reminded that policies and procedures applying to behavior at their home institutions are in effect on- and off-campus. Active internet links to the home institution’s codes of conduct and sexual harassment policy statements should be included in the project’s code of conduct and/or syllabus. The SEAC Sexual Harassment and Assault Response Coordinator contact information as well as any firm, agency, or institution Title IX officer contact information should also be provided.

VII. Reporting Complaints - Muckle (2014) makes the point that multiple clear lines of reporting should be available, with no female member being required to report to a male on the project if that can be avoided. Any code of conduct should include the mechanisms for reporting, including those from SEAC, SAA, and the firm, agency, or institution mechanisms. In addition, sexual assault is a criminal offense and should be reported to the local law enforcement authorities as well as a Title IX officer. [Note: the SEAC chain of communications through the SHARC will be provided once approved by the Executive Board]

B. WHY IS A SEXUAL HARASSMENT CODE OF CONDUCT NEEDED?

I. Ongoing Violations

Recent surveys of archaeologists and other researchers who conduct field work as an integral part of their training and careers reveal high rates of sexual harassment and sexual violence. Two of these surveys—called the SAFE survey and the SEAC survey—total more 1,000 respondents when their numbers are combined.¹⁵ Sixty-eight percent of respondents to the SEAC survey reported experiencing inappropriate remarks while in the field. Thirteen percent had been subjected to unwanted sexual contact. These harmful and illegal acts jeopardize the well-being and professional potential of archaeologists across gender and job-level categories. Trainees including students and post-docs, along with holders of junior-level positions, are at especially high risk, and some leave the field of archaeology due to their negative experiences. As much as members of the Southeastern Archaeological Conference (SEAC) would like to believe and hope that our colleagues are minimally affected by sexual harassment and violence, all evidence points to the contrary. Field settings offer obvious opportunities for abuse, but problems can and do arise in “home” institutions and company offices, labs, professional meetings, and in the form of digital communication and social media.

In recognition of the high frequency of sexual harassment and sexual violence, the Society for American Archaeology (SAA) recently added Principle 9 to its Code of Ethics:

Safe Educational and Workplace Environments: Archaeologists in all work, educational, and other professional settings, including fieldwork and conferences, are responsible for training the next generation of archaeologists. Part of these responsibilities involves fostering a supportive and safe environment for students and trainees. This includes knowing the laws and policies of their home nation and institutional workplace that pertain to harassment and assault based upon sex, gender identity, sexual orientation, ethnicity, disability, national origin, religion, or marital status. SAA members will abide by these laws and ensure that the work and educational settings in which they have responsible roles as supervisors are conducted so as to avoid violations of these laws and act to maintain safe and respectful work and learning environments.

¹⁵ Clancy, Catherine B. H., Robin G. Nelson, Julianne N. Rutherford, and Katie Hinde (2014), “Survey of Academic Field Experiences (SAFE): Trainees Report Harassment and Assault,” *PLoS One* 9(7):e102172.doi:10.1371/journal.pone.0102172; Meyers, Maureen, Tony Boudreax, Stephen Carmody, Victoria Dekle, Elizabeth Horton, and Alice Wright (2015), “Preliminary Results of the SEAC Sexual Harassment Survey,” *Horizon and Tradition* (Newsletter of the Southeastern Archaeological Conference), pp. 19-35.

II. Lack of effective communication of policies

The SAA has also posted a document entitled “SAA Background and Resource Guide for Addressing Harassment and Violence” (SAA-BRGFAHV). Of the eight suggestions for prevention listed in that document, four mention codes of conduct:

- SAA members who are Principal Investigators are encouraged to create and enforce field-specific codes of conduct.
- SAA student members are encouraged to research all field schools and programs before attending, . . . and should request a code of conduct from the field school administrators.
- All SAA members are encouraged to request a code of conduct from the Principal Investigator in charge of research and CRM project sites.
- SAA encourages the supervisors of field schools or research experiences to make available 1) their code of conduct prohibiting sexual and other assault and harassment, and 2) appropriate reporting mechanisms for those who do experience or witness unwanted sexual contact of any type.

However, the survey on sexual harassment conducted under the auspices of SEAC by Meyers et al. indicates low awareness of sexual harassment policies at field schools. Only 22% of respondents reported the existence of such policies at field schools they attended, although a somewhat higher percentage (36%) reported presence of a code of conduct in general. Preliminary application procedures or orientation sessions often include, among other things, discussions concerning explicit expectations or even signed agreements to practice respectful behavior towards fellow archaeologists and members of local and descendant communities. Nevertheless, the majority of participants who responded to the SEAC survey did not take away clear impressions of anti-sexual harassment policies. Meyers et al. state that “Many individuals reported that they did not know if codes of conduct (27%) or sexual harassment (38%) policies were in place for the field school, indicating there is an overall lack of communications about behavioral and reporting policies.”¹⁶

III. It’s the Law

Sexual harassment, rape, and other forms of sexual assault are prohibited by numerous civil and criminal laws. Relevant federal legislation covering harassment and assault, as discussed in greater detail by SAA-BRGFAHV, include the Hate Crimes Prevention Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments (1972). Title IX, which applies equally to students, staff, and faculty at schools that receive federal funding, covers all

¹⁶ Meyers, et al., “Preliminary Results,” 28.

forms of sexual discrimination including sexual harassment, sexual misconduct, and sexual violence, both on- and off-campus. Schools receiving federal funding are required to have Title IX coordinators, and these individuals play key roles in the process of reporting complaints.

C. EXAMPLE OF A CODE OF CONDUCT FROM NEW SOUTH ASSOCIATES, INC., EMPLOYEE HANDBOOK

I. Below is the Sexual Harassment and Discrimination Policy Statement in the Employee Handbook of New South Associates. Obviously, this statement is tailored for CRM firms, and we provide it here as an example Code of Conduct that one could modify as needed for the field, laboratory, and so on.

II. Sexual Harassment and Discrimination Policy Statement (New South Associates, Inc.)

POLICY

It is the policy of New South Associates to provide a productive and comfortable working environment, free from harassment or intimidation that is connected to offensive sexual or discriminatory conduct. All employees have rights and protection under the law. Any employee who has experienced harassment or discrimination will be able to pursue corrective action without fear of adverse consequences.

RESPONSIBILITY

Every employee is accountable for his/her own actions. The principals and managerial staff are responsible for promoting working conditions free of harassment and discrimination company-wide. All those in line of delegated authority are responsible for seeing that employees in their department or on their project comply with the company policy and take action when harassment or discrimination is alleged to have occurred. This policy applies to every aspect of the employment relationship throughout the organization and to the dealings of our employees with vendors and customers.

DEFINITION

Sexual harassment is any suggestion that any person's promotion, employment, compensation or treatment is in any way contingent upon or related to an employee's participation in or rejection of conduct of sexual nature. Sexual harassment also includes unwanted advances, suggestive comments, or physical contact, if they create an intimidating, hostile or offensive working environment. Hostility toward or intimidation of members of the opposite sex may also be sexual harassment.

Discrimination is an action that denies individual's rights and fair treatment based on their race, religion, national origin, ethnicity, sex, sexual orientation, age, disability, military service or any

other social affiliation. Discriminatory actions taken by individuals can be considered harassment.

GUIDELINES

Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964. It consists of unwelcomed sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature in the work place, including telling sexual jokes or posting photographs of a sexual nature.

If an employee feels that a supervisor or another employee is behaving in a sexually harassing manner, they should immediately tell the supervisor or co-worker to stop such behavior.

To prevent sexual harassment as well as situations that may be construed as sexual harassment, New South Associates employees will follow the guidelines outlined below. New South Associates recognizes that employees may be involved in a consensual sexual relationship with another employee.

On field projects, supervisors should not be in the hotel room of an employee. Supervisors should conduct conversations with employees in public spaces and should avoid situations where they and an employee are alone. This policy does not apply if the supervisor and employee are in a consensual relationship.

On field projects, employees should not be alone in the hotel room of another employee unless they have been invited to be in the room.

Employees should not tell sexually explicit jokes or use sexually explicit language in the presence of members of the opposite sex and should only tell such jokes in presence of members of the same sex with permission. New South Associates prefers that sexually explicit jokes not be told on the job site.

Employees should avoid inappropriate touching of other employees.

Employees should only refer to one another professionally and by name.

Employees should not discuss a co-worker with fellow employees in a sexual manner.

Employees should not post sexually explicit or suggestive posters, photographs, or other images in their work place.

Employees should not post work-related sexually explicit or suggestive photographs or statements through social media, email, or other media.

Employees should dress in a sexually neutral manner. Employees should not wear clothing containing sexual images or statements, nor should they wear clothing that is sexually revealing.

If a supervisor or co-worker is violating these guidelines you should ask them to stop. If the behavior persists, or if you are otherwise feeling harassed, this should be brought to the attention of your supervisor, your Principal Investigator, or a Company Principal (contact information listed on page ix). Complaints of harassment should be specific (identify the person involved, the date, and the act). New South Associates will investigate each complaint it receives and will complete a report and determination. Filing a harassment report will not be held against employees in future hiring decisions nor will there be retaliation of any kind against employees who file such reports. New South Associates will not tolerate harassment or discriminatory practices by its personnel and will discipline or terminate employees who are found guilty of sexual harassment. However actions may be taken if an employee knowingly files false claims of harassment against a fellow employee.

New South Associates and its employees will not harass or discriminate against any employee or applicant on the basis of race, color, national origin, ethnicity, age, disability, sex, sexual orientation, gender identity and expression, veteran status, or under any other criteria, pursuant to the Civil Rights Act of 1964, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1972, the Age Discrimination in Employment Act, and other applicable laws. Most of the work guidelines cited above apply here as well. Any employee or other individual who feels that they have been discriminated against may file a complaint with New South Associates' President without fear of retaliation. All reports will be investigated, a report will be prepared, and action will be taken, including termination if warranted.

Appendix D: Sexual Harassment and Sexual Assault Awareness Campaign

1. *Collection of stories and narratives.* The Task Force recommends that SEAC collect the stories of people who may want to share through both an open venue and an anonymous venue, and these will be shared with SEAC membership (i.e., via the web, brochure, social media; see below). If the Executive Board approves of this action, the Task Force will investigate the possibilities, liabilities, and so on, and send a report to the Executive Board before proceeding. (Point person Jera Davis).
2. *Brochure.* The Task Force recommends that SEAC publish and make available on the SEAC website a brochure for distribution to SEAC members. See Appendix D1 for details on brochure production (point person Scot Keith).
3. *A web presence.* The Task Force recommends that the SEAC policy, Code of Conduct, procedures, Coordinator's role, story collecting and stories, and so on should be available on the SEAC website. Patrick Johnson will report on this and devise a budget if necessary. See Appendix D2 for a draft of items to be included in the website (point person Patrick Johnson).
4. *Social media blitz.* The Task Force recommends a social media campaign to increase awareness of sexual harassment and assault. See Appendix D3 for more details and cost estimates (point person Mary Scales).
5. *Policy statement in conference program.* The Task Force recommends that SEAC include an abbreviated approved policy statement on sexual harassment and assault to include prominently in the conference program. The Task Force will draft this abbreviated statement once SEAC has approved the policy statement. See Appendix D4 for a sample statement (point person Robbie Ethridge).
6. *Introduce campaign with PowerPoint presentation at the Tulsa 2017 Business Meeting.* The Task Force would like to introduce this campaign at the 2017 Tulsa Meeting with a brief presentation at the Business Meeting. This will require pre-approval by the Board. Chris Rodning will report on this and, if approved by the Board, do the presentation. See Appendix D5 for a draft of Rodning's presentation (point person Chris Rodning).
7. *Table at the 2018 meetings.* The Task Force requests SEAC to fund an Awareness Campaign table with buttons, t-shirts, ribbons, etc., for distribution to the membership at the 2018 meetings in Augusta, Georgia. The Task Force will oversee putting the table together, but we also devise a budget and seek approval to purchase the awareness materials with SEAC funds.
8. *Student workshops in 2018.* The Task Force recommends, in conjunction with the Student Affairs Committee, to have a student luncheon workshop on sexual harassment and sexual

assault for the 2018 annual meeting. See Appendix D6 for details on the student workshops (point person Patrick Johnson).

9. *On-line module training.* The Task Force recommends that SEAC offer an on-line module training session that members of SEAC can take. See Appendix D7 for a mockup of the proposed training module (point person Michael Fedoroff).

10. *Roll out of the Awareness Campaign in April 2018.* The Task Force recommends that SEAC introduce the Campaign Awareness initiative at the Tulsa 2017 meetings (see item D6 above), and the Task Force also requests an official roll out of the campaign in April 2018 (National Sexual Harassment Awareness month). If approved the Task Force will oversee the rollout (point person Robbie Ethridge).

Appendix D1: Brochure (Scot Keith)

New South Associates will donate the time and effort of Tracey Fedor, a Graphics Specialist, to produce the brochure. Tracey has been with New South since 1989 and has many years of experience in graphic design and production.

Below are links to several brochures that address sexual harassment and abuse, providing some examples of formatting and ideas of what we might wish to include; one of these is also attached below. We need to determine how much and specifically what information to include, and this will factor into the format of the brochure and the cost of publishing it. Tracey will take the information we provide to use in producing the brochure, subject to review before finalizing.

Links to brochures:

<https://www.fcasv.org/sites/default/files/English%20Sexual%20Battery%20Brochure.pdf>

<http://nmcsap.org/wp-content/uploads/LetsTalk2014.pdf>

http://nmcsap.org/wp-content/uploads/Legal_Services_CJP_Brochure.pdf

http://nmcsap.org/wp-content/uploads/VictimtoSurvivor_English.pdf

https://www.wcasa.org/file_open.php?id=121

<http://fcasv.org/sites/default/files/How%20to%20Help%20English%202012.pdf>

Sample Brochure

PRIVACY

NM law recognizes a crime victim's right to privacy. An attorney can help to protect your privacy.

IMMIGRATION

Immigration status should not hinder a survivor from pursuing help. Laws protect a survivor participating in the criminal justice process from negative immigration actions.

FINANCIAL

Emotional effects of an assault may impair functioning at work and attendance resulting in loss of income. A survivor may struggle to pay bills. Social benefits, unpaid leave, or other relief may be available.

TORT

A person, agency, or institution may be liable for harm to the survivor. The Community Justice Project can refer you to an attorney who can evaluate if you have a viable lawsuit.

The Community Justice Project provides legal advice, information, representation and referrals for survivors of sexual assault.

Justice is more than jail. Survivors need more than criminal prosecution of the offender. Often, survivors need legal assistance through the civil legal system. Many survivors need help more quickly than the criminal justice system can move. The Community Justice Project is committed to working with survivors to meet their current legal needs.

For more information, call your local rape crisis center or SANE unit. Or call toll free: 888-535-9009.

A collaborative project of NM rape crisis centers, SANE units, and the New Mexico Coalition of Sexual Assault Programs, Inc.

LEGAL ISSUES FOR SEXUAL ASSAULT SURVIVORS

COMMUNITY JUSTICE PROJECT

A collaborative project of the NEW MEXICO COALITION OF SEXUAL ASSAULT PROGRAMS, Inc.
3909 Juan Tabo NE, Ste. 6
Albuquerque, NM 87111
888-535-9009

This project was supported by Grant No. 2010-WI-AX-0003 awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions and recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the view of the Department of Justice, Office on Violence Against Women.

Survivors face multiple life changes after a sexual assault. In addition to guidance navigating the criminal justice system, survivors may also want legal advice about civil issues.

The Community Justice Project can address many types of legal concerns of adult sexual assault survivors. If you don't see your legal concern listed here, please call for consultation or referrals.

CALL toll free 888-535-9009 to speak with a professional about getting started.

Areas of Life Affected By Sexual Violence

SAFETY

Order of Protection:

You can ask for a court order to keep the offender away from you. An attorney can help you do this.

Campus Stay Away Orders:

If you are a student, you can ask your school to issue a stay-away order to keep the offender away from you at school.

HOUSING

Housing issues may arise after an assault: at an apartment complex, public housing, on campus or with a landlord. An attorney can negotiate these issues on your behalf.

EMPLOYMENT

A survivor's comfort at work or performance at work may be affected,

Civil legal remedies can help you restore the parts of life that have been disrupted by the trauma of sexual violence.

especially if the offender is a co-worker or boss. Legal remedies may provide accommodations.

EMOTIONAL EFFECTS

Counseling is a helpful tool to continue a happy, productive life. Community Justice Project provides referrals to counseling.

EDUCATION

Concentration in school may be affected. The offender may be in classes with the survivor and accommodations will need to be made. School can also seem like too much and a medical leave might be needed, to take a break for healing. Financial aid- obligations can come due, or be lost, if action isn't taken to preserve the survivor's status.

Appendix D2: Sexual Harassment Task Force Website Recommendations (Patrick Johnson)

Creating a site is straightforward and would not require money. The Task Force site will be the default site from the SEAC main site and describe what led to the Task Force as well as its membership, actions, and conference events. I paraphrased the following from Task Force PDFs as example content:

In 2016, the Task Force on Sexual Harassment met with Jay Johnson, SEAC President, and Maureen Meyers and Tony Boudreaux, members of an *ad hoc* committee who created a survey about sexual harassment. In this survey [link], over 60% of the respondents reported being sexually harassed in the field, and 12% reported assaults while in the field.

From there we would list current membership and link to our social media presence, brochure, and training module (which would also be a separate sub-page).

I think this main site would be the place to link to a few different resources, though if the main page is too clunky at that point we could have a separate sub-page. We may wish to walk people through filing a Title IX or Title VII complaint. A few horror stories I have heard involved students not realizing they were officially filing a complaint when they spoke to deans or professors. We should distinguish between the range of reporting options—from police reports to college reports to resources such as doctors, student groups, and therapists at schools that would not involve filing anything. In addition, there are 24-hour sexual assault hotlines, including 800.656.HOPE (4673) which routes people to the nearest Rape, Abuse & Incest National Network affiliated shelter. Each state also has a hotline.

The main site would also link to separate sub-sites (bolded below) to describe policies and procedures that we are developing as well as stories that we are collecting. These sub-sites are also available directly from the main SEAC site.

Policies, Codes, and Procedures

The site would have all of SEAC sexual harassment and sexual assault policies, codes, and procedures. We may also want to link to some of the sample procedures at other organizations as well as universities, companies, and governments.

Stories of Harassment

The easiest way to collect stories would be to use a simple form something along the lines of “In sharing my story, I give the SEAC permission:

1). To add my story to a list of others available online to remind people they are not alone and to demonstrate the prevalence of harassment and assault.

- 2). To have my story join others for random display onto the SEAC website.
- 3). To use in presentations or publications”

We could either have the stories commented directly onto the site, with an email notification to us, or we could have stories emailed instead of commented and added manually by the webmaster. If we have stories manually added, we could also add them to a list for random presentation on the main SEAC page via Javascript that’s something like this:

```
var StoryList = ["Story1", "Story2", "Story3"];  
var RandomStory = StoryList[Math.floor(Math.random() * StoryList.length)];  
return RandomStory;
```

Example of a webpage

A mock-up of a SEAC page on sexual harassment and assault can be found at
file:///C:/Users/rethridg/AppData/Local/Temp/Temp1_task_force.zip/task_force.html.

Appendix D3: Social Media (Mary Scales)

We have identified three options for carrying-out a social media blitz to increase awareness of sexual harassment and assault within the academic and professional communities of archaeology. These options are not presented in totality due to unresponsive contact with two individuals that possess the professional expertise to comment on such campaigns. However, we have attempted to create realistic estimates for employing consultants to aid in our push for awareness within the organization. The following table shows the cost, both in time and money, that may be necessary to create, organize, and implement a successful social media blitz. These three options are 1.) a concerted group effort with multi-level content approval, 2.) hiring of a PR or public health communication firm for consultation and design of substantial plan, and 3.) utilize the student and faculty labor at various universities that may possess the skills of articulating and creating a social media campaign focused on public health communication.

Option	Time Commitment	Cost Estimate
Concerted group-effort to create, post, and manage social media presence on Facebook, Instagram, and Twitter. This would include collecting and concisely communicating statistics, incidents, events, etc. associated with raising awareness of the ongoing issues and concerns associated with sexual harassment and assault.	1-2 hours per week on average, with higher projections closer to 4-5 hours per week	Majority of cost is in time.
Consulting and design of a social media blitz for members of the task force or volunteers to implement post-development. The creation of strategic forms of social media content to make the largest impact is the largest benefit of this option. However, it may also be the most costly. By employing and implementing professional-grade social	Varies depending upon the frequency of posting, number and extent of content templates created, and the overall length of social media campaign.	Based on rough estimates and conversations with three PR consultants in academia and private sector, the highest cost may be as high as \$3000. This number depends greatly upon how much content or how many templates are created for use by the organization. Deliverables at the end of the consultation term should also include policies and

media content and design, we may see the greatest return with engagement of members, academics, students, and the public.		procedures for managing "Rules of Engagement" and page/site monitoring.
The third option includes enlisting the help and aid of planning from University classes or campaign's organizations. In some cases, like at UGA, there are student PR organizations that take-on clients for both learning and professional experience. This may be a viable option for both managing our cost and time. The goal would be to implement social media templates, policies for managing content, and creating consistent messaging at each stage of the social media campaign.	Time commitment will also vary depending on the extent of content and number of varying deliverables. We may be able to handle the implementation components of the social media campaign, but overall time will be spent in developing templates, content managers, and "Rules of Engagement" to manage public content and interaction.	Cost of this option will vary depending on whether or not there is an expectation to make a donation for time and materials as a result of the deliverable development. In some cases, work is conducted pro bono, but in other cases there may be an obligation to pay for printed or training materials.

Overall, each of the options has its own challenges to creating, managing, and implementing a social media campaign for SEAC. With regards to the most cost-effective option, group-management and implementation is ideal. However, it may be the most time-consuming option as we would be responsible for creating and maintaining templates, content, and policies. Without an ethics agreement within the SEAC organization, it may be difficult to create Rules of Engagement and moderating various platforms of information.

There is a continued need to begin conversations with potential consultants, university organizations, and with the committee to determine the best plan of action. It may be necessary to establish goals and objectives with the social media campaign, including, but not limited to, presentation of statistics gathered from the original survey, objectives and initiatives of the task force, and future goals in communicating responding to reactions. By identifying our goals and initial plans at the beginning of this process, we may be able to alleviate unnecessary spending, lessen the time required to implement plans, and increase our ability to effectively reach a broader audience.

Appendix D4: Draft policy statement to include in SEAC conference programs (Robbie Ethridge)

The Southeastern Archaeological Conference (SEAC) places high value on assuring that educational and work experiences in archaeology are optimal for all to develop and practice relevant skills and knowledge. Intimidation, harassment, and assault based upon sex, gender identity, sexual orientation, ethnicity, disability, national origin, religion, or marital status, actual or perceived, has been legally recognized as having a chilling effect on learning and workplace experiences, not only for the targets of such behavior but also for others witnessing it. SEAC will not tolerate such behaviors. If a SEAC member understands themselves to be the subject of such behaviors please contact the Sexual Harassment and Assault Response Coordinator (SHARC) at [contact information TBD]; also, you may consult the SEAC Background and Resource Guide for Addressing Sexual Harassment and Violence at [web address] for more information on sexual harassment and assault and what to do if you have a grievance.

Appendix D5: Presentation for the 2017 SEAC Business Meeting in Tulsa, OK (Chris Rodning)

Sexual Harassment and Assault in Southeastern Archaeology by Chris Rodning

Report to the Business Meeting of the 74th Annual Meeting of the Southeastern Archaeological Conference, Tulsa, Oklahoma, 2018

DRAFT 10/30/2017

Thank you to the SEAC Executive Committee for the chance to speak here. Thanks, too, to the SEAC Sexual Harassment Survey Committee and the many SEAC members who have conducted and who have contributed to surveys and publications in recent years about the problem of sexual harassment and assault in archaeology, its prevalence in archaeology here in the southeastern U.S., and its direct and indirect effects on members of SEAC. We know from harrowing anecdotes and from statistics that sexual harassment and assault are widespread in our contemporary American culture, within archaeology, and within Southeastern archaeology. We all must act, and we must commit ourselves to careful reflection on the problems that sexual harassment and assault have created for far too many people in archaeology. We owe it to those who have been victims to take the problem seriously, and we owe it to future generations to reduce and to eliminate sexual harassment and assault from archaeology. We humbly but emphatically ask that the SEAC board and membership please take decisive steps to implement policies and procedures regarding sexual harassment and assault, to adopt a code of conduct on issues related to sexual harassment and assault, to appoint a sexual harassment and assault response coordinator (SHARC), to increase awareness of sexual harassment and assault in archaeology through a public awareness campaign in 2018, to support the development of an online training module for sexual harassment and assault prevention and response, and to sponsor a student workshop at the annual conference in 2018.

Men are not the only perpetrators of sexual harassment and assault, and women are not the only victims, but it is all too common for men to commit acts of harassment and assault against women. We do need to listen to women and their experiences, and we need to support them when they need it. We also need to find ways to prevent men from committing these acts in the first place, and we cannot and should not expect that women must solve a problem that they did not create in the first place.

It is difficult to know what exactly can be done to remedy the problem of sexual harassment and assault, but on the other hand, treating people with kindness and respect, and listening to what people are saying, will go far. There are many reasons why SEAC as an organization and SEAC members as individuals must act now in combating this problem. SEAC

should do so both to support victims and others affected by sexual harassment and assault as well to instill in all SEAC members an awareness of what causes this problem and how it can be prevented. SEAC cannot take on all the tasks necessary to prevent sexual harassment and assault and to support victims, but SEAC can complement efforts by private companies and both public and private institutions and organizations that support the practice of archaeology to increase awareness about the problems of sexual assault. Consulting firms, government agencies, and universities and museums typically have programs and policies regarding sexual harassment and sexual assault, as well as support for victims, and SEAC should help to make people aware of these resources and support networks.

Of the many reasons why we need to act, there is, first and foremost, the moral obligation to speak out against sexual harassment and assault and to stand up for victims. Nobody should have to experience harassment and assault, and we should be united in not tolerating it. We should listen to victims and support them in finding the support they need. We should do what we can to change a culture in which a high number of people—particularly women—experience harassment and violence in the workplace. Even if sexual harassment and assault were rare in archaeology, we should not tolerate it, but recent statistics indicate that it is widespread, that many SEAC members have been affected by it, and those numbers should lend some urgency and decisiveness to responses by SEAC to this situation. We owe it to our colleagues and students to listen to them and to protect them. It is sometimes said that we should not tolerate certain actions or policies because of the way they affect our sisters and brothers, or our mothers and fathers, or our daughters and sons, and while that is true, we should also oppose sexual harassment and assault simply because nobody deserves it, and we should care about what happens to people in our community whether we are closely connected to them or not.

Another reason, related to the first, that demands that we do something (rather than hoping the problem will go away) is the fact that sexual harassment and assault are as widespread as they are, both within archaeology, and within our broader culture and community. Statistics compiled by the U.S. government, especially the Equal Employment Opportunity Commission (EEOC), indicate that nearly one in three women have experienced sexual harassment in the workplace; that more than half of claims about harassment have resulted in no charges and no changes to the conditions that may enable or even promote harassment; and that as many as 75% of the people who have experienced sexual harassment in the workplace have not reported it. According to results of the SEAC Sexual Harassment Survey in 2014, women experience harassment more often than men, 68% of respondents have experienced inappropriate sexual remarks at an archaeological field site, 13% of respondents have experienced unwanted sexual contact in the course of archaeological fieldwork, and more than 25% of respondents have reported negative impacts on their careers in archaeology that

have led to changes in fieldwork settings, research trajectories, and jobs in archaeology and related fields. The SEAC survey did find that the frequency of unwanted sexual conduct in archaeological settings has decreased in the past five years, which of course is positive, but the frequency of sexual harassment is still high. The SEAC survey also found that victims of sexual harassment and assault were students, technicians or assistants, and non-tenure-track faculty, representing some of the most vulnerable members of our profession in terms of career advancement opportunities that can be compromised by these negative experiences.

A third reason that SEAC should act is that SEAC and other organizations support and encourage excellence in archaeology and historic preservation, in research and teaching, in cultural resource management and stewardship, in heritage education, and in the management of museums, curation facilities, digital repositories, and archives. We therefore want the best and brightest people to pursue careers in these areas. We must not let sexual harassment and violence deter talented people from pursuing careers in archaeology and contributing to the development of ideas and best practices in our profession.

A fourth reason that SEAC should act is that SEAC offers benefits to members that are diminished by sexual harassment and assault and its aftereffects. One of the great benefits of SEAC is the opportunity to participate in annual conferences and the lively conversations that run through them. Another related benefit of SEAC membership are the networking opportunities that are an important aspect of our annual conferences and other events, and, indeed, the SEAC web site lists “networking opportunities” as one of the benefits of SEAC membership. Networking becomes difficult for victims of sexual harassment and assault. Victims experience stress and anxiety about encountering perpetrators and attackers, at conferences and in other settings, even many years after harassment and assault has occurred. Harassment and assault are therefore directly contrary to one of the benefits of SEAC membership and antithetical to the important networking opportunities that SEAC offers.

Lastly, as people who consider the effects of politics, power structures, and ideology on people in past societies, we know the kinds of impacts that preserving the *status quo* can have on inequality of opportunity in the future. Sexual harassment and assault often take place in situations in which there are power differentials among those involved. Changing culture is not easy, and perhaps it never has been. But it is up to us to change it, and not to let the current prevalence of sexual harassment and assault—as documented both quantitatively and qualitatively—replicate itself within SEAC, within archaeology in the southeastern U.S., or anywhere else.

Meanwhile, it is worth noting that other organizations in archaeology and anthropology have adopted principles and policies about sexual harassment and assault. The Society for American Archaeology (SAA) voted in 2017 to add a “Safe Educational and Workplace Environments”

principle to the SAA code of ethics. The Society for Historical Archaeology (SHA) has a “Sexual Harassment and Discrimination Policy” that is posted on its web site, and the detailed statement on the SHA web site cites the 2015 report of preliminary results from the SEAC sexual harassment survey published in the SEAC newsletter. The American Anthropological Association (AAA) adopted a strong stance against sexual harassment in 2016, and there is a new article in the latest issue of *American Anthropologist* about sexual harassment and assault in anthropology. The American Geophysical Union has recently adopted a policy stating that sexual harassment is a form of scientific misconduct.

One issue that the task force discussed is the potential value of offering support and guidance to victims of sexual harassment and assault, and witnesses to actions and interactions associated with harassment and sexual violence. One consideration that quickly came to mind is that while we all can be and should be sympathetic and empathetic, most SEAC members do not have the professional background and training that is important in counseling. Another consideration is that sexual violence is illegal, and therefore the domain of law enforcement agencies. Some forms of sexual harassment might necessitate action by law enforcement, but more commonly, they must be handled by companies, organizations, institutions, and agencies. Without knowing exactly what mechanisms of response and support are appropriate for SEAC and are sustainable, we would encourage SEAC members to provide support to colleagues and students whom we think might have been victimized, and to provide support to colleagues and students that might prevent sexual harassment and violence from happening in the first place. Even something as simple as just listening to others can be significant and effective.

The members of the SEAC Task Force on Sexual Harassment and Assault feel very strongly that nobody should have to experience harassment and violence, that victims deserve support, and that all of us must actively promote change to reduce and to eliminate the occurrence of sexual harassment and assault in archaeology. “All of us” includes SEAC as an organization and all SEAC members. “All of us” should be involved in fixing this problem whether or not we know people who have been affected by it, and according to recent statistics and surveys, nearly all of us know people who have been affected. We are thoughtful people. We must speak out against harassment and violence that affects our colleagues, workplaces, our workspaces, our workforce, our students, and ourselves.

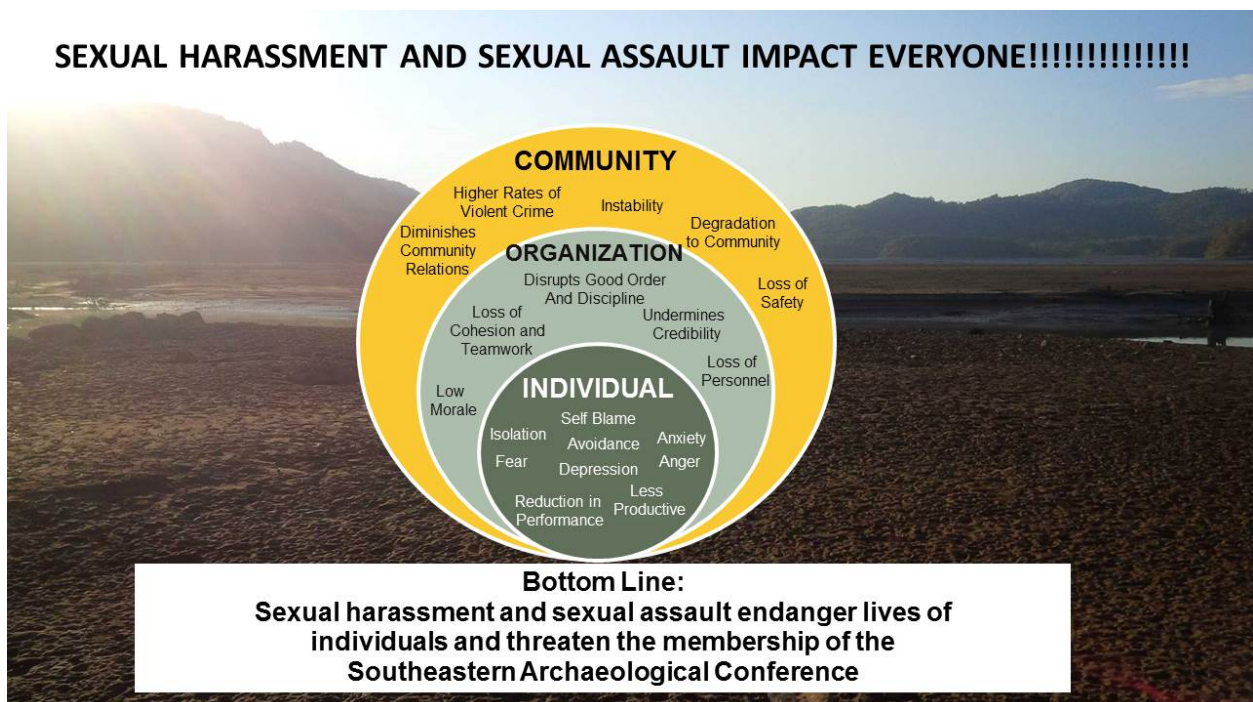
Appendix D6: Student Workshop at the 2018 Annual Meeting (Patrick Johnson)

Hundreds of students attend SEAC each year but scheduling one event for all students may not facilitate much discussion—the social events are overwhelmingly huge. On the other hand, luncheon workshops accommodate only 35 students, a tiny portion of the student body, for substantive discussion and Q&A. These workshops, however, do not compete with other events in the program.

Expanding the typical luncheon workshops to 50 people and having them on both Thursday and Friday would allow a larger portion of the student body to have their voices heard. Allowing 100 students to attend would roughly triple the student luncheon workshop budget but would still only cost \$1000 or less. At each workshop, a few members of the Task Force and the SHARC—perhaps with a faculty, CRM, and government employee at each workshop—would discuss the formation and actions of the Task Force and SEAC policies and code of conduct before answering questions and accepting comments from students.

We could ask the SEAC Student Affairs Committee to oversee organizing these luncheon workshops in consultation with the Task Force.

Appendix D7: On-line training module mockup (Michael Fedoroff)



Background and Need for Training

In 2014, the Executive Board of the Southeastern Archaeological Conference (SEAC) proposed putting together a Task Force on Sexual Harassment in response to a survey on sexual harassment conducted by an ad hoc committee from the membership. In this survey, **over 60 percent** of the respondents reported being sexually harassed in the field, and 12% reported assault while in the field. (For more details on the survey see the full report by Meyers et al. in the 2015 SEAC Newsletter.) This training is a first attempt at initiating awareness and prevention of the sexual harassment and sexual assault reported by the SEAC membership.

Definition of Sexual Harassment

- ❖ Sexual harassment is a form of gender discrimination
- ❖ Sexual harassment includes unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - ❖ Submission to or rejection of is made a term or condition of a person's job, pay, career;
 - ❖ Submission to or rejection of is used as a basis for career or employment decisions;
 - ❖ Conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive work environment

Categories of Sexual Harassment

Verbal

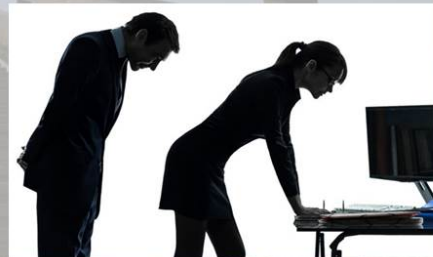
- ❖ Telling sexual jokes during fieldwork or in the classroom
- ❖ Using sexually explicit profanity or threats or sexual comments
- ❖ Whistling in a sexually suggestive manner
- ❖ Describing certain attributes of one's physical appearance in a sexual manner
- ❖ Using terms of endearment in referring to students, field technicians, or interns

Nonverbal

- ❖ Staring at someone, blowing kisses, winking, or licking one's lips in a suggestive manner
- ❖ Displaying inappropriate printed material (e.g., sexually oriented pictures or cartoons)
- ❖ Using sexually oriented screen savers on one's computer
- ❖ Sending sexually oriented notes, letters, faxes, sexting or e-mail

Physical contact

- ❖ Touching, patting, pinching, bumping, or grabbing
- ❖ Cornering or blocking a passageway
- ❖ Kissing
- ❖ Providing unsolicited back or neck rubs



Types of Sexual Harassment

Quid Pro Quo/Sexual Coercion (“This for That”)

- ❖ Demanding sexual favors in exchange for a promotion, award, or favorable assignment
- ❖ Disciplining or relieving a subordinate who refuses sexual advances
- ❖ Threatening a poor job or academic evaluation for refusing sexual advances

Hostile Environment

- ❖ Subjected to offensive, unwanted, and unsolicited comments or behaviors of a sexual nature. If these behaviors unreasonably interfere with an individual's performance, then the environment is classified as hostile
- ❖ Derogatory, gender-biased terms
- ❖ Sexually suggestive pictures or jokes
- ❖ Unwanted touching

Remember, a third party—not just the object of the attention—can also view behaviors as sexually harassing!

Sexual Harassment Checklist

- ❖ Is the behavior sexual in nature?
- ❖ Is the behavior unwelcomed?
 - ❖ The harasser's intent is NOT the determining factor
- ❖ Would a reasonable person find the behavior to be inappropriate?
 - ❖ Apply the “Reasonable Person Standard”
- ❖ One or more of the following:
 - ❖ Do the elements of power, control, or influence exist?
 - ❖ Does the behavior create a hostile or offensive environment?



Responses to Sexual Harassment

Direct approach

- ❖ Confront the harasser and inform the person that the behavior is not appreciated or welcomed and that it must stop
- ❖ Focus on behavior and its impact—offer behavior-centered feedback

Indirect approach

- ❖ Address the harasser without a face-to-face conversation (e.g., send a letter)

Third-party assistance

- ❖ Ask someone else to talk to the harasser, to accompany the complainant, or to intervene on behalf of the complainant to resolve the conflict

Chain of command

- ❖ Report the behavior to your immediate supervisor or others in the chain of command and ask for assistance in resolving the situation

File a formal complaint

When does sexual harassment cross the line into sexual assault?

When it becomes physical! Unwanted, inappropriate physical contact such as groping or fondling constitutes sexual assault and is a crime.

SEAC Policy on Sexual Assault

- Sexual assault is a Criminal Offense!
- Members aware of an incident should report it to the authorities immediately (within 24 hours)
- Sexual assault is incompatible with SEAC values and is punishable under several Federal and State laws.
- All victims of sexual assault will be treated with fairness, dignity, and respect by SEAC.
- Sexual assault degrades the SEAC mission and the discipline of archaeology!

U.S. Code 18, Chapter 109 Criminal Penalties		
Offense	Section	Maximum Penalties
Aggravated Sexual Abuse	2241	20 years in prison
Sexual Abuse	2242	20 years in prison
Sexual Abuse of a Minor or Ward	2243	15 years in prison
Abusive Sexual Contact	2244	10 years in prison
Sexual Abuse Resulting in Death	2245	Death, life in prison

Legal Definition of Consent to Sexual Activity

- ❖ **Consent will not be deemed or construed to mean the failure by the victim to offer physical resistance. Consent is not given when a person uses force, threat of force, or coercion or when the victim is asleep, incapacitated, or unconscious.**
- ❖ A person cannot consent to sexual activity if he or she is substantially incapable due to:
 - ❖ Mental impairment or unconsciousness resulting from consumption of alcohol, drugs, or a similar substance
 - ❖ Mental disease or defect which renders the person unable to understand the nature of the sexual conduct at issue
 - ❖ Physically declining participation in the sexual conduct at issue
 - ❖ Physically communicating unwillingness to engage in the sexual conduct at issue

SCENARIO A

Cultural Resources Management Fieldwork

Ms. Rebecca Switzer works for a large cultural resources firm and is assigned to a cultural resources field crew in Saint Louis, MO. She is a veteran archaeological field technician with years of experience in GIS and survey. Mr. Jonathan Williams is the Field Crew Chief and Rebecca's supervisor. One evening, Johnathan asks Ms. Switzer to come to her room to download GIS files from the days field work to her laptop. While Ms. Switzer is working, Johnathan takes off his field clothes and walks around in his boxer shorts. He then walks up behind Rebecca and begins rubbing her shoulders. Rebecca says she needs to go back to her room to do some work. Williams says, "If you give me what I want, I'll make sure that you are able to go home early this Friday in time for your son's birthday." Rebecca insists that she has to get back to her room. The next day, she avoids Williams and informs the company office of the incident. Nothing seems to happen to Mr. Williams.

If sexually harassing behaviors appear to be described in the situation, answer "yes," "no," or "maybe" for the five questions below as they relate to the Sexual Harassment Checklist.

- Is the behavior sexual in nature?
- Is the behavior unwelcomed?
- Do the elements of power, control, or influence exist?
- Does the behavior create a hostile or offensive environment?
- Would a reasonable person find behavior to be inappropriate?

SCENARIO B

First Year Graduate Assistantship

Ms. Leslie Robinson, a first year graduate student, works in a "graduate office" environment. One day, Bill Evans who is a 4th year lab supervisor stopped by fellow graduate student Mark Smith's cubicle to talk loudly about Ms. Robinson. Evans told Smith that he would like to take Ms. Robinson home and "let her teach him a few things." Ms. Robinson did not hear any of it, but two other first year graduate students, John Weaver and Tina Michaels, did. John observed that Tina was uncomfortable with the conversation.

Later in the day, Evans and Smith passed Tina and John in the break room, after which Tina confided in John that she does not want to work with Evans nor Smith. She says that was not the first sexist remark she has heard from Evans, and she doesn't want to work with him if that's how he is going to talk about women. Tina also mentioned that she was going to tell Ms. Robinson about the remarks when she returned to the graduate offices in the morning. The next morning, Tina tells Ms. Robinson about Evans' comments. Ms. Robinson becomes very angry and wants to file a complaint with her professor, however she is worried that this could impact future assistantship opportunities working in the lab.

If sexually harassing behaviors appear to be described in the situation, answer "yes," "no," or "maybe" for the five questions below as they relate to the Sexual Harassment Checklist.

- Is the behavior sexual in nature?
- Is the behavior unwelcomed?
- Do the elements of power, control, or influence exist?
- Does the behavior create a hostile or offensive environment?
- Would a reasonable person find the behavior to be inappropriate?

SCENARIO C

Field School in August

Mr. Ron Goodlad, a Junior undergraduate student, is working at his first archaeological field school. The crew consists mostly of women and is located in one of the hottest parts of the Delta. One day, Ron removes his shirt to apply some sun screen. Fellow student Ms. Amber Sanders offers to apply sunscreen to Ron's neck and shoulders to prevent sunburn. As Amber helps Ron apply sunscreen, several other students begin whistling and making lewd comments.

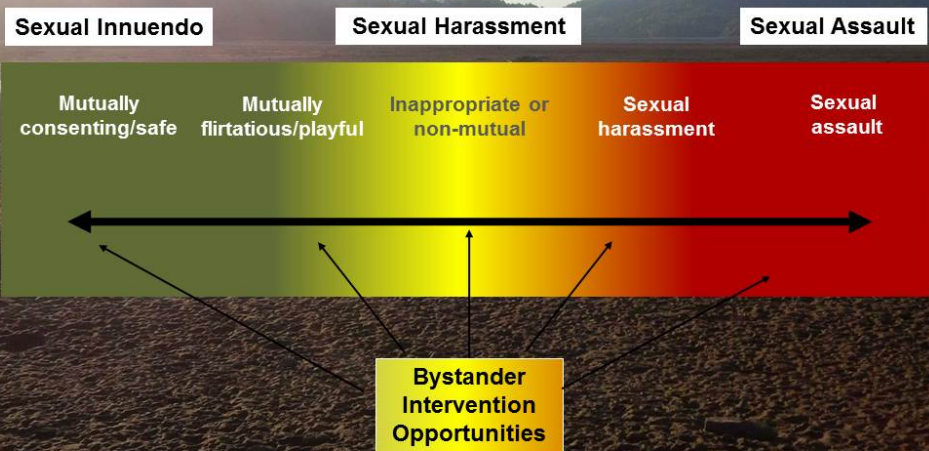
Later that evening, the field crew goes out for dinner and drinks. After the crew has a few brews at the local bar, a few of the female crewmembers decide it would be funny to remove Ron's shirt to check for sunburn. After several failed attempts, Ron leaves the group to return to camp. Amber remains behind and the group's attention shifts to her. This continues over the course of the field school causing tensions between Ron and Amber. Additionally, Ron is so embarrassed by this type of attention he drops out of the field school altogether.

If sexually harassing behaviors appear to be described in the situation, answer "yes," "no," or "maybe" for the five questions below as they relate to the Sexual Harassment Checklist.

- Is the behavior sexual in nature?
- Is the behavior unwelcomed?
- Do the elements of power, control, or influence exist?
- Does the behavior create a hostile or offensive environment?
- Would a reasonable person find the behavior to be inappropriate?

AWARENESS AND PREVENTION

If you are witness to Sexual Harassment and/or instances of Sexual Assault, **DO NOT BE SILENT**. As a bystander, you can help build a culture of accountability and prevention.



Bystander Intervention Process

Notice the event along a continuum of behaviors



Interpret the event or behavior as a problem



Feel responsible for solving the problem



Choose how to intervene



BUILD THE CULTURE OF PREVENTION

Bystander Intervention Techniques

- Do something
- Change subject matter
- Distract the offender
- Remove victim from hostile environment
- Cause an interruption
- Serve as an ally to the victim
- Call for help
- Be a part of the solution, not a part of the problem



SEAC Leadership and Membership Responsibilities for Prevention

SEAC will strive to:

- ❖ Lead by example
- ❖ Establish a climate of prevention
- ❖ Post written sexual assault and sexual harassment policy letters and victim services information at member institutions
- ❖ Ensure students and employees receive annual Sexual Harassment and Sexual Assault training
- ❖ Ensure personnel are appointed at the appropriate leadership level, are trained, and are aware of these issues
- ❖ Conduct periodic assessments of organization's Sexual Harassment and Sexual Assault Prevention Program

Additional Resources

- ❖ National Sexual Assault Hotline: 1-800-656-HOPE
- ❖ 9 to 5: National Association of Working Women: 1-800-522-0925
- ❖ Equal Employment Opportunity Commission: 1-800-669-4000
- ❖ Equal Rights Advocates: 24 hr line: 415-621-0505
- ❖ National Center for Victims of Crime: 202-467-8700
- ❖ National Women's Law Center: 202-588-5180
- ❖ U.S. Department of Labor Women's Bureau: 1-800-827-5335
- ❖ Alabama Coalition Against Rape: 334-264-0123
- ❖ Florida Council Against Sexual Violence: 888-956-7273
- ❖ Grady Rape Crisis Center: 404-616-4861
- ❖ North Carolina Coalition Against Sexual Assault: 888-737-2272
- ❖ South Carolina Coalition Against Sexual Assault: 803-256-2900
- ❖ Rape Abuse & Incest National Network (ALL STATES): 800-656-4673

Training Summary

In this training, we described the impact of sexual harassment and sexual assault on the SEAC membership, discussed support resources available to complainants of sexual harassment and victims of sexual assault, penalties for sexual harassment and sexual assault offenders, and promote awareness of the SEAC Sexual Harassment and Sexual Assault Prevention Program. As members you can help make a difference in creating a culture of prevention!

