

## **ANNUAL REPORT FOR THE SEAC TASK FORCE ON SEXUAL HARASSMENT AND ASSAULT**

Date: October 21, 2019

Current Members: Robbie Ethridge (chair), Vanessa Hanvey, Jesse Nowak, Chris Rodning, Gayle Fritz, Jera Davis, Scot Keith, Patrick Johnson, Michael Fedoroff, Meredith D. Hardy, and Shawn Lambert

Person submitting this report: Robbie Ethridge

### **I. Activities through the past year, since 2018 annual meeting:**

1. Continuation of the Task Force. In the 2018 Task Force Report, item II.1, we asked the Executive Board to extend the Task Force until November 2019. At the 2018 Board meeting, President Janet Levy suggested instead that the Task Force serve at the pleasure of the president rather than seeking annual renewals. The Board agreed to this. The Task Force now serves at the pleasure of the SEAC president.

2. Task Force members. We replaced our two student representatives (Mary Scales stepped down and Patrick Johnson graduated). We now have two other student representatives—Vanessa Hanvey and Jesse Nowak. Patrick Johnson agreed to continue on the Task Force. In response to feedback from the Plenary Session at the Augusta 2018 meetings, we also enlisted members of the LGBTQ community. Shawn Lambert and Dawn Retecki joined the team. Dawn later resigned for personal reasons, but we have a good representation of the LGBTQ community with the current membership.

3. Proposed Grievance Procedure. In the 2018 Task Force report, item I.7.d, the Task Force reported on the status of the proposed SEAC grievance procedure. In the 2017 Task Force report, recommendation No. 6, we recommended that the Board allow the Task Force to draft a proposal for a SEAC grievance procedure on sexual harassment and assault. The Board granted the permission with the understanding that the resultant document would only be a draft for consideration. In October 2018, the Task Force submitted to the Executive Board for comment the proposal, "SEAC Process for Reporting, Investigating, and Adjudicating Sexual Harassment and Assault Complaints." On November 7, 2018, the Task Force then posted a slightly revised proposal on-line and sent an email to the membership asking members to review the proposal and to offer comments by contacting members of the Task Force or Executive Board. The proposal stayed on-line for public comment until March 2019. In the six-month comment period, we received only twenty comments from the membership. At the 2019 SAA meetings in Albuquerque, members of the Task Force (Robbie Ethridge, Chris Rodning, Patrick Johnson) met informally with members of the Executive Board (Janet Levy, Maureen Meyers, Liz Horton, Patrick Livingood) to discuss the proposed grievance procedure. The Board members present raised several issues, with two primary ones being the question of

liability, the ability of a SEAC committee to properly investigate and adjudicate such cases, and maintaining anonymity and objectivity given that SEAC is such a close-knit organization. In early May 2019, the Board discussed and voted via email on the grievance procedure. The Board unanimously (with one abstain) agreed to NOT pursue a grievance procedure. The Board's concerns were liability, the investigative procedure, anonymity and confidentiality, and volunteer workload.

4. Notice in Newsletter. On July 31, 2019, Robbie Ethridge wrote a brief summary on the outcome of the grievance procedure vote and an update on Task Force activities for the fall SEAC Newsletter.

5. Revise SEAC Policy Statement to include scientific misconduct. In the 2018 Task Force report, item II.2, we recommended to the Board that the SEAC Policy Statement on Sexual Harassment and Assault be revised to classify sexual harassment and sexual assault as scientific misconduct. The Board agreed to this revision and the Task Force posted the revised policy on-line in June 2019.

6. Meetings Code of Conduct. In the 2018 Task Force report, item II.3, we recommended that SEAC develop a code of conduct for the annual meetings which would be posted on-line and printed in each conference program. A Task Force sub-committee composed of Chris Rodning, Patrick Johnson, and Jera Davis drafted a proposed Meetings Code of Conduct to pilot at the 2019 meetings (Appendix A). In September 2019, the Board approved this draft for inclusion in the 2019 conference program. We also will post it online. We understand this to be a proposed meetings code of conduct that will be subject to revisions after we get feedback from the 2019 pilot.

7. Sponsor a "Me Too" town hall. In the 2018 Task Force report, item II.4, we recommended that SEAC sponsor a "Me Too" town hall at the 2019 annual meeting. At the 2018 Board meeting, the Board expressed concern about liabilities. A few months later Ethridge and Davis sought legal counsel, who advised against it. Therefore, the Task Force did not pursue this recommendation.

8. SEAC Safe Officer Program. In the 2018 Task Force report, item II.5, we recommended that SEAC begin a "SEAC Safe Officer" program wherein designated and trained SEAC members will be available at future SEAC conferences and all related events to take in reports of sexual harassment and assault and to act as advocates for complainants. A Task Force sub-committee composed of Jesse Nowak, Shawn Lambert, Patrick Johnson, and Jera Davis organized a pilot program for the 2019 meetings. They drew six volunteers from the Task Force for the pilot and submitted information about the program along with the names and contact information of the SEAC Safe Officers for inclusion in the 2019 conference program and to post on the SEAC

website (Appendix B). Robbie Ethridge, one of the Safe Officers, will undergo advocacy training and then train the remaining officers at the conference on Wednesday afternoon.

9. Workshops. In the 2018 Task Force report, item II.5, we recommended that SEAC have one or more workshops about the prevention and mitigation of sexual harassment and assault at the 2019 meetings. The Board approved this initiative, and a Task Force sub-committee composed of Shawn Lambert, Vanessa Hanvey, Jesse Nowak, and Carol Colaninno-Meeks (see II.13 below on Colannino-Meeks) organized two sessions for the 2019 meetings. In addition, Mississippi State University, at the request of Shawn Lambert, is paying the travel costs for their Title IX officer to attend the workshops. The Task Force will provide light refreshment for attendees at SEAC expense, and we thank SEAC for these funds. The workshops are: Friday, 10 am – 12 pm, What Can I Do to Prevent Sexual Harassment and Assault from Occurring at My Field School? A Workshop for Field School Directors and Graduate Assistants, and Friday, 1 pm – 2 pm, Student Workshop: What to Know about Sexual Harassment and Assault as I Prepare for Field School?

10. Revise Suggested Outline for a Fieldwork Code of Conduct. In the 2018 Task Force report, item II.6, we recommended that the 2018 Suggested Outline for a Fieldwork Code of Conduct that was on the Task Force webpage be revised. The Board approved the move, and a Task Force subcommittee composed of Gayle Fritz and Meredith Hardy revised the 2018 suggested code. In addition, the sub-committee submitted a suggested template for use as an "Archaeological Field School Agreement" that students and staff would sign agreeing to abide by certain codes of behavior and comportment while in field school. These will both be posted on the Task Force webpage, supplanting the 2018 suggested fieldwork code. Please note that both of these documents are a *suggested* code and agreement form for any field director to modify as they see fit. Neither is binding to SEAC.

11. On-line training module. In the 2018 Task Force report, item II.8, we recommended The Task Force that the on-line training module developed by the Task Force be required when registering for the annual meeting or when beginning or renewing their membership to SEAC. The training module is currently available on the SEAC website under the "Sexual Harassment" menu. The Board did not think making this training a requirement was necessary and the Task Force did not pursue this recommendation, and the module remains on-line for interested people.

12. Other Recommendations put forward in 2018. In the 2018 Task Force report, we put forth additional recommendations that were linked to the proposed grievance procedure (see the 2018 Task Force report, item II, nos. 7, 9, 10, 11, 12, 13). All of these were dropped when the Board voted against proceeding with a grievance procedure.

13. Collaborate on NSF proposed project. In May of 2019, Carol Colaninno-Meeks, from Southern Illinois University in Edwardsville, asked the Task Force to collaborate with her team on a proposed NSF project, "Evidence-based Transformation of Undergraduate Field Schools to Promote Safety and Inclusivity among Southeastern Archaeology." The Task Force, after reviewing the proposal and conferring with the president and president-elect (Maureen Meyers), agreed to do so and wrote a letter for inclusion in the proposal packet in June 2019 to that effect. The role of the Task Force as stipulated in the proposal (p. 12) is to work with their team to disseminate their findings and "to work with the archaeological community through webinars, SEAC conference workshops, and other innovative means to successfully generate a transformation in the ways in which field directors structure their field schools." Ethridge informed Colaninno-Meeks that the duration of the Task Force was not set, but that we would be happy to work with her for however long we can. In consequence, the Task Force subcommittee organizing the workshops began working with Colaninno-Meeks on the 2019 workshops (see item II.9 above). This has been a very fruitful collaboration, and we believe that it will continue to be so.

14. Revise and print more brochures. Robbie Ethridge asked Janet Levy if the Task Force could get funds from SEAC to slightly revise and print more of the brochures we had at the 2018 meetings (see Appendix C: Task Force Budget). Levy agreed and Ethridge and Scot Keith are currently in the process of readying the new brochures. New South Associates, with whom Keith works, has graciously donated the time of their graphic artist to make these revisions. We will have these printed and ready for inclusion in the welcome packets for the 2019 meetings.

15. Posters. Robbie Ethridge asked Janet Levy if the Task Force could get funds for printing over-size posters with information about the SEAC Safe Officers to place around the hotel at the 2019 meetings. Levy agreed, and Ethridge is in the process of getting these made. See Appendix C: Task Force Budget for an account of the 2019 Task Force costs.

## **II. Plans for coming year**

1. Appoint a Sexual Harassment and Assault Response Committee. We recommend that SEAC institutionalize efforts to prevent and mitigate sexual harassment and assault. To this end, we recommend that the SEAC president appoint a standing committee, suggested title of "Sexual Harassment and Assault Response Committee" (acronym of SHARC), and that the chair of this committee hold a voting, executive position on the Board. In this capacity, the chair would serve as the standing proponent of the SHARC and would be duty bound to cast votes on their behalf. The duties of the SHARC would need to be determined in full, but they might include such things as overseeing and coordinating workshops at the yearly meetings, coordinating the SEAC Safe Officer program, coordinating any future surveys to assess the effectiveness of these efforts, putting forward any changes in policy and procedure, keeping the Task Force webpage up to date, and generally recommending and overseeing any future steps by SEAC to mitigate

and prevent sexual harassment and assault. If the Board agrees to this recommendation, the Task Force could draft a mission statement for the SHARC and outline its duties, subject to approval by the Board. Once the committee is in place, the SEAC president could dissolve the Task Force.

2. Adopt a Meetings Code of Conduct. We recommend that SEAC adopt a Meetings Code of Conduct. As noted in Section I.6, we are piloting a Meetings Code of Conduct for 2019, and we may want to refine this for the adopted code according to what we learn in the pilot. This would include things like have a meetings registration "check box" acknowledging the code of conduct and that one is not nor has been convicted of Title IX violations, etc.

3. Institute the SEAC Safe Officer program. We recommend that SEAC institutionalize the SEAC Safe Officer program. As noted in Section I.8, we are piloting a SEAC Safe Officer program for the 2019 meetings, and an institutionalized program could be modeled on what we do this year and refined according to what we learn in the pilot. And again, the SHARC could coordinate this program.

4. Institute workshops. We recommend that SEAC institutionalize workshops on preventing and mitigating sexual harassment and assault. As noted in Section I.9, we are piloting two workshops at the 2019 meetings. These workshops could provide a model for the future workshops, which may be refined according to what we learn in the pilot. Institutionalized, these workshops could be a continuous feature of the SEAC meetings. If the Board agrees to item II.1 above, the SHARC could be responsible for coordinating these workshops.

5. Inter-Societies Summit response. We recommend that SEAC respond to any recommendations that may come from from the recent Inter-Societies Summit in Washington, DC, which President-elect Maureen Meyers attended.

### **III. Budget Requests**

If the recommendations above are accepted by the Executive Board, the Task Force requests funds in the following year for T-shirts for the SEAC Safe Officer program for 2020 (approximately \$200), and for posters for the 2020 meetings (approximately \$150).

### **IV. Concerns, recommendations, debates, etc.**

Robbie Ethridge, chair of the Task Force, as well as most members of the Task Force were quite disappointed to learn of the unanimous vote to not proceed with a grievance procedure. We would like to hear from the Board exactly why they voted against the procedure.

### **V. Do you want to be on the agenda for the board meeting?**

Janet Levy has asked Robbie Ethridge to attend the Board meeting, which she will do.

**VI. Is there anything else you want to say to the board?**

No

## **Appendix A: SEAC Annual Meeting Code of Conduct for 2019 (pilot)**

This code of conduct applies to all participants at annual meetings of the Southeastern Archaeological Conference (SEAC), including presenters, vendors, exhibitors, and other attendees.

SEAC considers sexual harassment and assault to be forms of professional and scientific misconduct that are antagonistic to the practice of archaeology and the lives and careers of archaeologists, archaeology students, and prospective archaeologists. Sexual harassment and assault are also illegal according to U.S. federal law. Sexual harassment includes “unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature,” as well as “offensive remarks about a person's sex” that are considered to be illegal in cases when such commentary is “so frequent or severe that it creates a hostile or offensive work environment.” Examples of sexual harassment include (but are not limited to) offensive statements and gestures, repeated requests for unwanted social interaction or physical contact, dismissive or denigrating modes of referring to individuals based on physical characteristics or gender expression, and stalking. Sexual assault is a form of violence, and examples of sexual assault include (but are not limited to) groping, touching without consent, forced participation in sexual acts, and intimidation or torture through sexual activity.

Cases of sexual harassment and assault can have and do have long-lasting and far-reaching effects on those subjected to them and on the archaeology community. Such occurrences can be and often are traumatic, with negative impacts on health, wellness, opportunities, and career trajectories. They have detrimental impacts on people, on the archaeology community, and on the practice of archaeology and related fields.

No participant and attendee at SEAC events should be subjected to sexual harassment or sexual assault. SEAC is not an adjudicating body, but if a SEAC member is subjected to sexual harassment or sexual assault while at any SEAC-related event, we ask them to file a complaint by speaking with, texting, emailing, or calling a SEAC Safe Officer or a voting officer of SEAC. SEAC can consider but cannot act on anonymous complaints, nor complaints made via social media. When a SEAC Safe Officer or voting officer receives a complaint and shares the relevant information with the SEAC president, SEAC will then take reasonable and appropriate actions to ensure the safety of SEAC members and participants in SEAC events and programs in the form(s) of providing escorts and advocacy by SEAC Safe Officers, by advising Complainants (individuals who file complaints) about their options, by reporting allegations of potentially illegal activities to local authorities, by requesting that a Respondent (the person who is alleged to have violated this code of conduct) modify their behavior (and stay away from a Complainant if that person is identified), or by other actions as appropriate. SEAC expects members and annual meeting attendees to comply with requests to alter or to moderate behavior based on reasonable and credible complaints.

We assume that all registrants for SEAC activities will have read and will understand this code of conduct; and they must agree to abide by Principle 9 (Safe Educational and Workplace Environments) in the Principles of Archaeological Ethics by the Society for American Archaeology (SAA), which states that:

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.

As an organization, SEAC promotes inclusivity and opportunity, it expects adherence to codes of professional ethics and to U.S. law, and it recognizes sexual harassment and sexual assault as antithetical to the principles and values of SEAC and the profession of archaeology as a whole. SEAC supports the viewpoints and policy statements of other organizations on the problems posed by sexual harassment and assault in archaeology, including those by the Society for American Archaeology (SAA), the Society for Historical Archaeology (SHA), the Canadian Archaeological Association (CAA), the American Anthropological Association (AAA), the Archaeological Institute of America (AIA), the Society for Classical Studies (SCS), the American Historical Association (AHA), the American Physical Society (APS), and the American Geophysical Union (AGU).

SEAC members with concerns about issues related to sexual harassment and assault should feel welcome to discuss those concerns confidentially with the voting officers of SEAC, members of the SEAC Task Force on Sexual Harassment and Assault, and individuals designated as SEAC Safe Officers. Individual members of SEAC and SEAC as an organization should strive to create safe and supportive environments for participation in all its events and programs. Public awareness about the problems of sexual harassment and assault in archaeology will ideally reduce the prevalence of these problems in the long run.

#### Relevant Web Sites

##### SEAC

- <https://www.southeasternarchaeology.org/sexual-harassment-task-force/>

##### SAA

- <https://www.saa.org/annual-meeting/submissions/anti-harassment-policy>
- [https://documents.saa.org/container/docs/default-source/doc-careerpractice/harassment\\_resource.pdf?sfvrsn=d5b7b7d8\\_4](https://documents.saa.org/container/docs/default-source/doc-careerpractice/harassment_resource.pdf?sfvrsn=d5b7b7d8_4)
- <https://www.saa.org/career-practice/saa-statements-guidelines/statement-details/2015/11/01/saa-statement-on-sexual-harassment-and-violence>
- <https://www.saa.org/career-practice/ethics-in-professional-archaeology>
- <https://www.saa.org/annual-meeting/submissions/anti-harassment-policy>

##### SHA

- <https://sha.org/about-us/sha-sexual-harassment-discrimination-policy/>

##### CAA

- <https://canadianarchaeology.com/caa/about/committees/caa-committee-members-safety>

##### AAA

- <https://www.americananthro.org/LearnAndTeach/Content.aspx?ItemNumber=22956&navItemNumber=22957>



AIA

- <https://www.archaeological.org/wp-content/uploads/2019/05/AIA-Statement-on-Sexual-Harassment-and-Assault-and-Guidelines-on-Archaeological-Field-Projects.pdf>

SCS

- <https://classicalstudies.org/scs-news/scs-statement-harassment-annual-meeting>

AHA

- <https://www.historians.org/about-aha-and-membership/governance/policies-and-documents-of-the-association/code-of-professional-conduct-at-officially-sanctioned-aha-activities>

AGU

- <https://harassment.agu.org/>
- <https://fallmeeting.agu.org/2018/agu-meetings-code-of-conduct/>

APS

- <https://www.aps.org/meetings/policies/code-conduct.cfm>

## **Appendix B: 2019 SEAC Safe Officer Program (pilot)**

At the 2019 SEAC conference, the SEAC Task Force on Sexual Harassment and Assault will pilot a *SEAC Safe Officer* program. For this program, any participant who has been subjected to sexual harassment, assault, discrimination, or other unwanted behaviors can report these behaviors to our on-site volunteers. SEAC Safe Officers will be available at the registration desk during registration hours, as well as at all SEAC-sponsored evening events and on-call 24 hours a day throughout the meetings (see below for a list of officers and contact information). SEAC Safe Officers will be wearing red T-shirts shown above.

The role of the SEAC Safe Officers is outlined in the SEAC Meetings Code of Conduct for 2019. The code states, "No participant and attendee at SEAC events should be subjected to sexual harassment or sexual assault. SEAC is not an adjudicating body, but if a SEAC member is subjected to sexual harassment or sexual assault while at any SEAC-related event, we ask them to file a complaint by speaking with, texting, emailing, or calling a SEAC Safe Officer or a voting officer of SEAC. SEAC can consider but cannot act on anonymous complaints, nor complaints made via social media. When a SEAC Safe Officer or voting officer receives a complaint and shares the relevant information with the SEAC president, SEAC will then take reasonable and appropriate actions to ensure the safety of SEAC members and participants in SEAC events and programs in the form(s) of providing escorts and advocacy by SEAC Safe Officers, by advising Complainants (individuals who file complaints) about their options, by reporting allegations of potentially illegal activities to local authorities, by requesting that a Respondent (the person who is alleged to have violated this code of conduct) modify their behavior (and stay away from a Complainant if that person is identified), or by other actions as appropriate. SEAC expects members and annual meeting attendees to comply with requests to alter or to moderate behavior based on reasonable and credible complaints."

This year's SEAC Safe Officers are Jera Davis, Robbie Ethridge, Gayle Fritz, Vanessa Harvey, Patrick Johnson, Shawn Lambert, and Jesse Nowak. If you would like to make a report, please contact any of these officers, speak with the officer at the registration desk, or for 24-hour reporting, call or text Robbie Ethridge at 662-816-6369.

**Appendix C: Task Force 2019 Expenditures (please note that this is an estimate since some of the items are still outstanding; these are denoted with an asterisk); updated 11/18/2019**

<b>Item</b>	<b>Unit Cost</b>	<b>Quantity</b>	<b>Subtotal</b>	<b>Taxes</b>	<b>TOTAL</b>
Posters	\$39.54	5	\$197.70	\$13.84	\$211.54
T-shirts	\$15.50	10	\$155.00		\$155.51
Brochures	\$1.30	550	\$660.00	\$46.20	\$706.20
Copies for Safe Officer manual	-	8	-	-	\$ 31.54
Binders and paper for Safe Officer manual	\$5.59/\$2.49	9/1	\$ 56.50	\$ 3.70	<u>\$ 56.50</u>
TOTAL (from SEAC)					\$1161.29
<b>Other expenses (covered by the SEAC Conference)</b>					
*Coffee/tea/snacks for workshops	\$200.00	1	\$200.00		\$200.00