

CHARTER

President's Initiative to Prevent Sexual Misconduct

BACKGROUND

The President's Initiative to Prevent Sexual Misconduct (PIPSM) has its genesis in President Kaler's May, 2017 charge to Dean Finnegan, School of Public Health, to create an infrastructure to enhance and expand the institution's efforts to prevent sexual misconduct and sexual violence on its system campuses. Driving the effort was an agenda to improve university approaches to this most serious challenge afflicting campuses nationwide.

PIPSM responded to the 'charge' and went to work over a two-year period from May, 2017 to June, 2019 to begin the process of addressing this critical issue.

Sustainability of the PIPSM was considered from the beginning. In November 2017, President Kaler wrote to Dean Finnegan and posed the question, "What is the organizational framework envisioned for the Initiative that will sustain our work over a long period of time? Part of the project over the initial two-year period needs to be finding an administrative home that will be responsible for this ongoing work."

After consultation with leadership in fall 2018, President Kaler made the decision to institutionalize the PIPSM and have it housed in the Office of Human Resources. PIPSM transitioned from "ad hoc" status to formal status within the University to assure its continuity, focus and impact into the future and ensured: 1) establishment of continuing University administrative and financial support; 2) provision of a stable platform for the mission and activities; and 3) establishment of a formal leadership and governance structure to assure the continuing success and effectiveness, in order for the work to bring meaningful and sustained long-term culture change.

VALUES STATEMENT

The University of Minnesota is committed to learning what we can do to change ourselves and the culture of the academy to prevent and respond to sexual misconduct.

Responsibility for long-term culture change to prevent sexual misconduct belongs to all members of our University community: faculty, staff, students and alumni. PIPSM is a University engaged endeavor and will continue to rely on the entire community for active involvement. The University of Minnesota community chooses to change, lead and thrive in this crucial area.

Community engagement, investment, and ownership are what drive the short and long-term actions we seek to facilitate, and the resulting outcomes we seek to achieve. Key guiding principles promote the values that drive this work. We must:

- eliminate sexual misconduct in order to uphold academic freedom and responsibility, that is, the freedom of all members of the campus community to learn and to inquire;
- create an atmosphere of mutual respect, free from racism, sexism, and other forms of prejudice, discrimination and intolerance; and,
- inspire, set high expectations for, and empower all of the individuals within this community to fully experience a healthy, safe, welcoming, supportive and inclusive culture.

MISSION AND SCOPE

PIPSM takes a public health approach and will maintain this framework to ensure successful outcomes over time.

A public health approach and principles of prevention informed by science and research-based evidence will guide and shape the development, implementation, and evaluation of the PIPSM's goals.

Vision:

We envision a University community that is free from sexual misconduct including sexual violence and harassment of any kind. We seek to improve and sustain a culture of health and wellness in relationships, and promote a commitment to the welfare of others, protection of human rights, and due process.

Goal:

A University of Minnesota community whose members act to prevent sexual misconduct, including harassment or sexual violence of any kind.

GOVERNANCE STRUCTURE

The PIPSM governance structure includes two organizational entities: a Steering Committee with responsibility to recommend strategic direction and budget, and a broad-based stakeholder led Advisory Committee to advise and champion the work. The Office of General Counsel will provide legal advice and counsel to PIPSM as appropriate.

SPECIFIC CHARGES

I. Steering Committee

Authority

The Steering Committee is a representative body of University of Minnesota key stakeholders with authority to recommend strategic direction for the PIPSM including programmatic goals, objectives, and key priorities. The Steering Committee is also responsible for the recommendation of an annual budget to the Vice President of the Office of Human Resources (“VPOHR”) for inclusion in the OHR budget compact submission. For operational matters, the Steering Committee reports to the VPOHR, and together with the VPOHR, reports to the President and Senior Vice President for Finance and Operations on progress and achievements.

The Steering Committee shall:

- Establish strategic direction and programmatic goals, objectives, and priorities.
- Recommend items to be included in an operating budget to the VPOHR for inclusion in the OHR annual budget submissions. OHR will then report to the Steering Committee on the approved budget allocations, and will be responsible for managing the budget each year.
- Form and charge Subcommittees as needed to complete its work.
- Create and communicate to all Subcommittees a need for an equity and community inclusion plan to guide selection of members.
- Establish meeting structure and initiate meetings of the Advisory Committee.
- Inform constituents regularly of the work being done and seek feedback from constituents to help guide the work of the Steering Committee and Advisory Committee.
- Provide an annual report of accomplishments to the President and University community. The report will receive input and feedback from the Advisory Committee and Subcommittees.

Steering Committee Membership:

The Steering Committee shall have two Co-Chairs; one Co-Chair will be the Co-Chair of the Advisory Committee and the other Co-Chair is the standing VPOHR or designee, and will conduct its business by consensus. In the event consensus is unable to be reached, a majority vote of the members in attendance will constitute the decision of the Steering Committee.

The Steering Committee will be representational of the following entities:

- VPOHR or designee
- A Co-Chair of the Advisory Committee who is also a faculty member
- President of the Minnesota Student Association or designee (1 undergraduate seat)
- President of the Council of Graduate Students or designee (1 graduate student seat)
- * President of the Professional Student Governance or designee (1 professional student seat)

For the following representational roles, a member can satisfy more than one representational role on the Steering Committee.

- Chair of the Faculty Consultative Committee or designee
- A Faculty member with expertise in content areas: sexual misconduct and /or public health
- Chair of the Twin Cities Deans’ Council or designee
- A Co-Chair of each standing Subcommittee, at least two of whom must be faculty members

- A member appointed from the Office of Equal Opportunity and Affirmative Action
- The Vice President from the Office for Equity and Diversity or designee
- MN Chief Health Officer (Boynton Director) or designee, in consultation with the Vice Provost for Student Affairs
- Vice Provost for Student Affairs or designee
- The Executive Vice President and Provost or designee

The following members will serve on the Steering Committee ex officio:

- A member appointed from University Relations (ex officio)
- A member appointed from Office of the President (ex officio)
- A member appointed from Office of the General Counsel (ex officio)

Membership Terms:

- Members of the Steering Committee shall serve for two-year terms with the option to be reappointed for at least one additional two-year term.
- Members that may only serve one year in the positional role (i.e.: Student Governance Presidents and TC Dean's Chairs) should consider how best to fill the two-year term such as designating a representative to serve in transition role during Year 1 or obtaining a two-year commitment of designated member before the two-year term begins.
- Members of the Steering Committee will also serve on the Advisory Committee.
- The Steering Committee shall define for itself how to stagger terms so there is a relevant number of incumbents that remain to carry on the work.
- Regular and consistent attendance at meetings is expected. Members can assign a designate in the event of a meeting absence.

Meetings:

- Will meet regularly to be determined by the members.
- The meetings will be staffed by the program manager, who shall record notes and insure any follow-up actions are completed.

Subcommittees:

The Steering Committee may elect to do its work with the assistance of Subcommittees that it charges. The following Subcommittees currently exist; Evaluation and Research, Student Engagement and Education, Department Development, Training of Faculty and Staff, Public Health Awareness Campaign.

The Steering Committee may elect to dissolve a Subcommittee upon the completion of its charge, and to form new Subcommittees in support of the evolving goals, objectives, and priorities.

II. Advisory Committee

The Advisory Committee will serve as a consultative group to the Steering Committee and its Subcommittees and plays a role in the recommendation of work to be considered by the Steering Committee provided that the work is within the assigned scope of the PIPSM. Advisory Committee recommendations are not binding, but will be given thoughtful consideration by the Steering Committee. At various times, the Advisory Committee and subparts of the Advisory Committee may

be assigned projects or work by the Steering Committee as needed to accomplish the goals and objectives of the PIPSM.

The Advisory Committee shall:

- Serve in an advisory capacity to the Steering Committee.
- Generate and vet ideas.
- Provide advice and counsel on the work.
- Inform constituents regularly of the work being done and seek feedback from constituents to help guide the work of the Steering Committee and Advisory Committee.
- Seek advice from a broad group of stakeholders to inform the PIPSM's work plan.
- Serve as a conduit between other university units and the PIPSM.
- From time to time, be assigned as needed to help advance the goals and objectives of the PIPSM.
- Serve as champions for the work.

Meetings:

- Will meet at least every other month at a time and place provided to the membership well in advance of the meeting.
- The meetings will be staffed by the program manager who shall record notes from the discussion and ensure any follow-up actions are completed.

Advisory Committee Membership:

The Advisory Committee will select its Co-Chairs and one of these serves on the Steering Committee. The President will nominate the Advisory Committee Co-Chair that will serve on the Steering Committee.

The Advisory Committee membership will be comprised of key stakeholders appropriate to the work being undertaken.

At the very least membership will include:

- All members of the Steering Committee
- Faculty with expertise in content areas; sexual violence and public health
- A member appointed from a labor represented group
- A member appointed from the Civil Service Consultative Committee
- A member appointed from the P&A Consultative Committee
- A member appointed from the Aurora Center
- A member appointed from University of Minnesota Police Department
- A member appointed from Intercollegiate Athletics
- A member appointed from The Office of Fraternal or Sorority Life
- A member appointed from Office of Institutional Compliance
- A member appointed from The Graduate School
- A member appointed from Office of Undergraduate Education
- A member appointed from University Senate Office

- A member appointed by the Assistant Dean for Postdoctoral Initiatives representing Postdoctoral Scholars

- Vice President for Research or designee

- Other key stakeholders deemed necessary to support the work or to bring additional breadth. Those members could include but are not limited to those working in response to and in the prevention sexual misconduct.

The following members will serve on the Advisory Committee ex officio:

- A member appointed from University Relations (ex officio)

- A member appointed from Office of the President (ex officio)

- A member appointed from Office of the General Counsel (ex officio)

- A National Academies of Science representative to the Action Collaborative on Prevention of Sexual Harassment in Higher Education (2019-2023) (ex officio).

Membership Terms:

- Members of the Advisory Committee shall serve for two-year terms, which can be renewed.

- Advisory Committee shall define for itself how to stagger terms so there is a relevant number of incumbents that remain to carry on the work.

- Members that may only serve one year in the positional role should consider how best to fill the two-year term such as designating a representative to serve in transition role during Year 1 or obtaining a two-year commitment of designated member before the two-year term begins.

- Regular and consistent attendance at meetings is expected. Members can assign a designate in the event of a meeting absence.

STAFFING

The Program Manager will manage, coordinate, serve as a liaison to key UMN offices and stakeholders, and have involvement in all aspects of PIPSM development, implementation, and evaluation to create an integrated and effective Twin Cities and systemwide campus intervention. Key to the role is also content knowledge in and integration/implementation integrity of public health approach, prevention, health promotion, and sexual harassment and violence prevention.

END