

Statement on Workplace Environment

The Duke University community is committed to the robust exchange of diverse perspectives, and acceptance of persons from diverse backgrounds and experiences. Duke expressly prohibits discrimination in its programs and activities on the basis of race, color, religion, national origin, disability, veteran status, sexual orientation, gender identity, gender expression, sex, genetic information, or age. Harassment on any demographic basis is a form of prohibited discrimination.

In the Department of Political Science, we affirm these values of the university. We are committed to fostering free, open, and critical academic inquiry in an environment that is welcoming, respectful, and supportive of all of its members. This includes undergraduate and graduate students, postdoctoral fellows, visitors, staff, and faculty. We expect everyone in our community to act professionally, and to contribute to and maintain an inclusive and welcoming environment in which all are treated with courtesy, respect, and dignity. We also reject complicity that knowingly promotes, encourages, or protects discrimination or unprofessional behavior on the part of others.

No one in our political science community is above accountability. We recognize the reality of an academic hierarchy reflected in formal and informal power structures. We understand that inequality of perceived or real power can inhibit individuals from airing grievances, concerns, or suggestions in response to actions that undermine a positive workplace environment. Mindful of this, we provide different mechanisms for voicing concerns within the department and call attention to channels outside the department. We take seriously the use of these mechanisms and will not tolerate retaliation against those who make good-faith use of them.

I. Within the department

Who to contact for help?

We encourage those with grievances, concerns, or suggestions to communicate with a trusted mentor or faculty member or with any of the officers or staff of the department noted below.

Georg Vanberg, Chair, georg.vanberg@duke.edu

Christopher Johnston, Director of Graduate Studies Ph.D., christopher.johnston@duke.edu

Bahar Leventoglu, Associate Chair & Director of Graduate Studies M.A., bahar.leventoglu@duke.edu

Kathy Ivanov, Director of Graduate Studies Assistant, kathy.ivanov@duke.edu

Susan Emery, Business Manager, susan.emery@duke.edu

Sunshine Hillygus, hillygus@duke.edu, or David Siegel, david.siegel@duke.edu, Departmental Liaisons for Workplace Environment

If direct communication is not preferred, a report can be dropped in the lockbox located near the department's copy machines opposite Gross Hall 210 E. This also offers the option of anonymity for those who prefer it—although we recognize that follow-up on anonymous reports can be difficult. The departmental liaisons will check the box once weekly, read confidential reports, and have the responsibility to respond, as possible. As detailed in the next section, while reports to the departmental liaisons may be anonymous, there may be instances in which the reported information cannot be held in confidence.

Confidentiality and mandatory reporting

All of the individuals noted above will strive to respect confidentiality to the greatest degree possible, within the bounds set by university policy and law and the need to address concerns adequately. We must be clear, however, that reports about some sorts of actions *require* these individuals to report outside the department, providing names and report details, even if confidentiality is requested. In this context, we encourage you to familiarize yourself with the policies in links below, including the definitions and examples that clarify the meaning of “harassment”. Timely reporting is essential; harassment by a student is actionable up to the time the accused student graduates; for reports about others, however, the university requires that a complaint be filed within a year, although this limit can be extended for complaints about particularly egregious harassment.

- A report of violations of the Duke University Harassment Policy requires the officers or staff of the department noted above to report the complaint to the Office of Institutional Equity. Read about the policy here:
<https://oie.duke.edu/sites/default/files/u32/Harassment%20Policy%20and%20Procedures%207November2016.pdf>
- A report of violations of the Duke University Student Sexual Misconduct Policy requires all university employees to notify the Duke University Office of Student Conduct. Note that graduate students who learn of violations of the policy while they are acting in a professional capacity, such as a teaching assistant, are not exempt from this reporting requirement. Read about the policy here:
<https://studentaffairs.duke.edu/conduct/z-policies/student-sexual-misconduct-policy-dukes-commitment-title-ix>

In addition, the Duke University Policy on Consensual Relationships requires that any consensual relationship existing in a supervisory context must be disclosed to the supervisor’s superior and that arrangements be made to address any issues of conflict of interest. In our political science community, this typically means disclosure to the Chair. Read about the policy here:
https://oie.duke.edu/sites/default/files/atoms/files/consensual_relationship_policy.pdf

However, there are professionals *outside* the department who are exempt from mandatory reporting requirements. Discussions with them about the sorts of actions described in the policies noted above can take place without the shared information being disclosed to others. These professionals are: Ada Gregory, University Ombudsperson for Students; Thomas B. Metzloff, University Ombudsperson for Faculty; staff in Student Health, the Women’s Center, and Counseling and Psychological Services; and clergy acting as such in their professional role at the university. Contact information for these professionals is provided in section II below.

What to expect from a report?

We will do our utmost to maintain the confidentiality and protect the interests of individuals reporting misconduct while pursuing a suitable response to that misconduct.

In cases of workplace conduct that is unprofessional but not discriminatory, departmental liaisons or other faculty or staff to whom misconduct has been communicated directly take action as appropriate in consultation with department officers. Department officers may also decide to consult with offices outside the department, such as the Office of Institutional Equity, in an effort to properly address concerns. Where reported misconduct involves more serious forms of violation, including discrimination, department officers report to the Office of Institutional Equity or Duke University Office of Student Conduct to cooperate on an appropriate response to a complaint.

The department will be informed in a timely manner, including through regular reports from its departmental liaisons, about actions taken in response to a complaint. If some time has elapsed without information about results, it is perfectly reasonable for a complainant to go through any of the channels listed above to inquire about progress.

II. Outside the department

Through its Office for Institutional Equity (<http://oie.duke.edu>), Duke University provides an avenue to address concerns. The OIE website is a useful place to begin. For example, the university nondiscrimination policy and grievance procedure appear on this site, as does a glossary of terms, and an elaboration of relevant university policy.

- (<https://oie.duke.edu/we-can-help/complaints-and-concerns/discrimination>) •
(<https://oie.duke.edu/knowledge-base/glossary>)

Outside department channels, who to contact for help?

- Ada Gregory, Student Ombudsperson, at ada.gregory@duke.edu or 919.684.6334. Information about what the ombudsperson can and cannot do is at <https://oie.duke.edu/aboutus/ombudsperson>.
- Thomas B. Metzloff, Faculty Ombudsperson, at Metzloff@law.duke.edu or 919.613.7055.
- Office of Gender Violence Prevention at WCHelp@duke.edu or 919.684.3897 for confidential assistance for students of all genders.
([https://studentaffairs.duke.edu/wc/get-help-now in the Women's Center](https://studentaffairs.duke.edu/wc/get-help-now-in-the-Women's-Center))
- Counseling and Psychological Services (<https://studentaffairs.duke.edu/caps>)
- Office of Student Conduct <https://studentaffairs.duke.edu/conduct>
- Duke University Police <https://police.duke.edu>
- Personal Assistance Service at 919.416.1727 for staff