

A photograph of a modern building facade with a grid of windows and vertical panels in shades of brown and purple. The building is set against a clear blue sky. In the foreground, there is a paved plaza with a red and white striped pattern, young trees, and a clock tower.

2022-2023

MIND & HAND BOOK



Massachusetts
Institute of
Technology

MIT Mind and Hand Book

The *Mind and Hand Book* is your guide to MIT's expectations of your behavior as a student at MIT. This book contains standards, guidelines, regulations, and procedures pertaining to academic integrity and non-academic behavior and policies for all undergraduate and graduate students, including those residing in Institute-approved housing, living groups, and off campus.

The Institute reserves the right to make additions, deletions, or changes to these policies at any time. The most updated version of the *Mind and Hand Book* is located online at: <http://handbook.mit.edu>.

The *Mind and Hand Book* is published by the MIT Division of Student Life. For questions about any policies or procedures, contact the Office of Student Conduct and Community Standards via email at osccs@mit.edu or via phone at 617-258-8423.

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INTRODUCTION

Welcome to the Massachusetts Institute of Technology! As the Institute's mission states, MIT is committed to generating, disseminating, and preserving knowledge, and to working with others to bring this knowledge to bear on the world's greatest challenges. An MIT education combines rigorous academic study and the excitement of discovery with the support and intellectual stimulation of a diverse campus community.

The *Mind and Hand Book* takes its name from *Mens et Manus*, MIT's Latin motto meaning "mind and hand." It will serve as a guide for you in navigating the community expectations that make this educational community so vibrant.

MIT expects that all students come to the Institute for a serious academic purpose and expects them to be responsible individuals who conduct themselves with high standards of honesty and personal conduct. It is MIT's philosophy to maintain rules and regulations consistent with efficient administration and the general welfare of the MIT community.

Fundamental to the principle of independent learning and professional growth is the requirement of honesty and integrity in the conduct of one's academic and nonacademic life. Maintenance of a healthy living and learning environment requires that all members of the community exercise due respect for the basic rights of one another.

Each student is responsible for reading and understanding the Institute's expectations which are documented in the *Mind and Hand Book*, available online at <http://handbook.mit.edu>, and the *Academic Integrity Handbook*, which is available online at <http://integrity.mit.edu>. By enrolling at MIT, students voluntarily agree to comply with the standards of performance and behavior that are described in the *Mind and Hand Book* and the *Academic Integrity Handbook*.





POLICIES REGARDING STUDENT BEHAVIOR

All members of the MIT community are expected to conduct themselves with proper respect for one another and each other's property. The Institute promotes the principle that every person brings unique qualities and talents to the community and that every individual should be treated in a respectful manner.

All members of the MIT community are expected to conduct themselves with professionalism, personal integrity, and respect for the rights, differences, and dignity of others. These standards of personal conduct apply to all communications, whether oral, written, or through gestures. Community members are also expected to treat the property of both the Institute and other community members with appropriate care and respect.

Source:
Institute Policy
9.2, Personal
Conduct and
Responsibilities
Towards
Students and
Employees

The Institute reserves the right to take any action that it deems necessary or appropriate to protect the intellectual integrity, safety, and well-being of the campus community, including interim measures such as temporary suspension. To that end, MIT students are expected to abide by the rules, regulations, and policies of the Institute, as well as city, state, and federal laws. Students are expected to be familiar with the Institute's expectations of them, which are found in the MIT Bulletin, in the *Mind and Hand Book*, and in the Institute Policies and Procedures (<https://policies.mit.edu/policies-procedures>).

MIT expects that members of the MIT community will not engage in behavior that endangers their own sustained effectiveness or that has serious ramifications for their own physical and mental health, safety, welfare, academic well-being, professional obligations, or for that of others. In situations where an individual student's physical illness or emotional difficulties affect not only the student, but also others in the community, it is the Institute's responsibility to consider the well-being of the community as well as the individuals in care decisions.

Off-campus misconduct may be a basis for MIT disciplinary action if the Institute considers that such alleged misconduct may have violated Institute policy and expectations of civility, integrity, and respect. Student status in no sense renders an individual student immune from the jurisdiction of civil or criminal courts and



other governmental authorities. MIT actions will take into account applicable law as well as the policies and procedures of the Institute and the standards of behavior expected of members of the educational community.

MIT internally handles some incidents that might give rise to civil or criminal liability. This is done with the understanding by the outside community that MIT deals seriously with such offenses. As is the case for many universities, local authorities often rely on MIT to resolve such issues as long as the internal policies and procedures are effective and adequate. MIT action by itself, however, does not preclude the possibility of other judicial remedies.

If an infraction causes a student to be involved both in Institute disciplinary proceedings and in criminal proceedings, the Institute generally will not delay or stop the internal process until after the criminal proceedings have been concluded. For more information, contact the Office of Student Conduct and Community Standards, room W20-507, 617-258-8423, osccs@mit.edu.

● II (1). Academic Integrity

Fundamental to the academic work students do at MIT is an expectation that students will make choices that reflect integrity and responsible behavior. MIT anticipates that students will pursue their studies with purpose and integrity. The cornerstone of scholarship in all academic disciplines is honesty. MIT expects that students will work with honesty and integrity.

The aim of this policy is to make available information on prohibited academic misconduct. Further information about the below policy, including clarifying guidance on the policy and resources on acceptable academic conduct, can be found in *MIT's Academic Integrity Handbook*.

Cheating, plagiarism, unauthorized collaboration, and other forms of academic dishonesty are considered serious offenses for which disciplinary penalties can be imposed. Academic dishonesty includes but is not limited to the following examples:

- A. **Cheating:** Cheating involves taking unfair advantage when completing academic work. This can include, but is not limited to:
 - a. Copying other students' work.
 - b. Using any material or aid not authorized by the person giving the test,

project, or other assignments (e.g., websites, cell phone, calculator, notes, previous testing materials) that could provide an unfair academic advantage. This includes distributing unauthorized materials (e.g., giving access to test information to others, etc.).

- c. Changing the answers on an exam for re-grade.
- d. Misrepresenting a family or personal situation to get an extension.
- e. Forging a faculty member's signature for an academic form.
- f. Falsifying data or claiming to have done research that one did not do.
- g. Claiming the work of others as one's own by deliberately not citing them.
- h. Signing in for another student who is not in attendance, requesting this action of others, or signing into class and not attending the entire class period.
- i. Assisting another student in doing any of the above.

For further information and resources on cheating, see *MIT's Academic Integrity Handbook, Section "Cheating."*

- B. Plagiarism:** Plagiarism is the appropriation of another person's ideas, words, processes, results, assertions, data, or figures without giving appropriate credit or acknowledging that one has done so. This can include, but is not limited to:
- a. Copying, partially or entirely, any material without acknowledgment of the source.
 - b. Partial or incomplete citation of work or ideas.
 - c. Acknowledging the source but failing to present the material in one's own words or paraphrasing without acknowledging the source (improper paraphrasing).
 - d. Submitting the same or substantially the same academic work for multiple courses without instructor(s) permission (self-plagiarism).

For further information and resources on avoiding plagiarism, see *MIT's Academic Integrity Handbook, Section "Plagiarism."*

- C. Unauthorized collaboration:** Collaboration is a key component of a student's MIT education. By working with other students on projects, labs, and papers, students carry on a long tradition of contributing to the knowledge that will shape the future of our world.

Students are responsible for understanding the accepted level of collaboration for each of their classes. The accepted level of collaboration and the specific requirements for documenting your collaborative efforts varies greatly from class to class, even within the same department. Instructors determine the collaboration policy for each class. If the policy is not clearly described in the online course materials or in a class handout, ask your instructor how much collaboration is permitted. Students should make sure they know where to draw the line between collaboration and what could be considered cheating.

For further information and resources on avoiding plagiarism, see *MIT's Academic Integrity Handbook, Section "Collaboration."*

- D. Falsification of information or data:** Misrepresenting or misleading others with respect to academic work or misrepresenting facts for academic advantage. This can include, but is not limited to:
- a. Fabrication of documents submitted in connection with academic work.
 - b. Falsifying data or claiming to have done academic work that one did not do.
- E. Research Misconduct:** Research misconduct is fabrication, falsification, or plagiarism in research activities or deliberate interference. MIT's policy can be found at *MIT's Policies & Procedures 10.1 Procedures for Dealing with Academic Misconduct in Research and Scholarship.*
- F. Other examples of academic misconduct:**
- a. Having someone complete work for you, including the use of commercial tutoring or paper-writing services, or doing the work for someone else.
 - b. Engaging in an act of bribery or coercion. Bribery refers to soliciting, receiving, or giving an item of value in exchange for academic work.
 - c. Taking, misplacing, or damaging property if the student knows or reasonably should know that an unfair academic advantage would be gained.
 - d. Destroying/altering the work of others or of resources to prevent other students from accessing them.

G. Facilitating or being complicit in academic dishonesty: Assisting another student in doing any of the above academic misconduct examples. This includes, but is not limited to:

- a. Sharing academic work or previous course materials with another student without the permission of the instructor.
- b. Communicating with an individual(s) during an examination without the instructor's permission.
- c. Completing another student's academic work for them.

These concepts are explained more fully in the *Academic Integrity Handbook*, which is available online.

Early in the term, the instructor should communicate specific expectations regarding academic conduct and collaboration in the subject. See the information on [Term Regulations](#). The Institute encourages faculty to take responses to academic dishonesty seriously, while also evaluating each case individually for the most appropriate response. In all cases, documenting the outcome with the Office of Student Conduct and Community Standards (OSCCS) ensures that records of student misconduct are maintained centrally at the Institute, preventing an individual student from committing several instances of academic dishonesty without accountability.

Several methods of response are available, all of which help uphold the integrity of the Institute and all students' learning experiences. The OSCCS is responsible for facilitating these responses for faculty, as well as maintaining documentation within the Institute on the incident and response. Information for faculty regarding the options for handling academic integrity violations is available online from the OSCCS "[Faculty Options for Responding to Academic Misconduct](#)" and in MIT's [Policies & Procedures 10.2 Procedures for Dealing with Student Academic Dishonesty](#).

● II (2). Alcohol and Other Drugs

MIT is committed to holding community members accountable for the illegal use or abuse of alcohol and other drugs and is equally committed to assisting members of the MIT community in facing the challenges of drug use and alcohol abuse.



The alcohol and other drugs policy is presented in five sections:

- A. Alcohol Policy
- B. Other Drug Policy (Prohibited Substances)
- C. Requirement to Obtain Medical Assistance for Emergencies Involving Alcohol and Prohibited Substances
- D. Institute Imposed Sanctions for Violations of Alcohol and Prohibited Substances Policies
- E. Good Samaritan Amnesty Policy

II (2) (A). Alcohol Policy

MIT prohibits any persons under the age of 21 from possessing or consuming alcohol. Additionally, MIT prohibits persons from providing, serving, or selling alcohol to any person, except as expressly allowed in Institute Policy 9.13.2. Small social gatherings (usually considered to be 25 guests or fewer) at which alcohol is served to individuals over the age of 21 are not considered a violation of this policy.

MIT also prohibits inappropriate behaviors that result from the use of alcohol by persons of any age, including but not limited to public intoxication, driving while under the influence of alcohol, vandalism, and behaviors that require an intervention by Institute staff, cause a disturbance, or are a danger to persons (self or others) or property.

Other alcohol-related behaviors prohibited by MIT include but are not limited to: the possession or use of false identification to purchase alcohol, possession of open containers of alcohol in public spaces, consumption from quantity dispensing sources (e.g. kegs, punch bowls, water coolers, beer balls or garbage cans) on campus (except for events receiving the approval specified in the Event Planning Guide) or in Institute-approved housing, engaging in drinking games or other activities involving rapid and/or excessive consumption of alcohol on campus or in Institute-approved housing, and hosting events where alcohol is present or consumed without prior approval, as required by the Event Planning Guide. Per the *Event Planning Guide*, only beer and wine may be served at student-sponsored or student group-sponsored events.

Students should be familiar with all alcohol-related event protocols and procedures in place; students may find links to relevant protocols and procedures for residence halls, FSILGs, and student organizations below:

Events in Residence Halls: https://studentlife.mit.edu/residence_hall_atlas_event_registration/event-registration-guidelines

Events in Fraternities, Sororities, and Independent Living Groups:
https://studentlife.mit.edu/sites/default/files/FSILG%20Social%20Events%20Policy_4.pdf

Events Hosted by Student Organizations:
<http://web.mit.edu/eventguide/eventregulations/alcohol.html>

MIT also adheres to the provisions concerning alcohol under the federal Drug-Free Workplace and **Drug-Free Schools and Communities Acts (DFSCA)**.

The Institute does not intend through its guidelines or policies to restrict the responsible use of alcohol by members of the MIT community who are at or above the legal drinking age of 21. However, efforts to observe existing laws and regulations in an environment where the majority of the undergraduate student body is not of legal drinking age will impose some constraints on those who are of legal drinking age.

II (2) (B). Other Drug Policy (Prohibited Substances)

MIT prohibits the use, sale, manufacturing, distribution, possession, the purchase, intent to acquire, or facilitation of the use of illegal drugs and other illegal substances, as well as substances that are generally recognized as dangerous and detrimental to the individual and community, even though they may not be illegal (including, but not limited to, whippits, 2-C's, NBOME, research drugs, Spice, K-2, non-prescribed performance enhancing drugs) (referred to in this policy as "prohibited substances").

Additionally, MIT prohibits persons from permitting the use of prohibited substances, as noted in this policy, in one's residence. MIT also prohibits the unlawful distribution, possession, social sharing, non-prescribed use, or abuse of prescription drugs. Altering, tampering, or forging a prescription is also prohibited.

Recreational Marijuana

Although the Commonwealth of Massachusetts has approved legislation to legalize recreational use of marijuana by people at or over the age of 21, MIT must abide by federal law, including the Drug-Free Schools and Communities Act, in order to remain eligible for federal funding to the Institute, including student

financial aid. Therefore, MIT must continue to maintain and enforce its prohibition on the use of marijuana. This means that for all students, regardless of age, MIT prohibits the use, sale, manufacturing, distribution, possession, or facilitation of the use of marijuana on campus, including in all FSILGs, or as part of any MIT-sponsored activities.

This policy does not restrict lawful possession and use of marijuana while off-campus by members of the MIT community age 21 or older, unless it takes place in a MIT approved living group or as part of any MIT-sponsored activities. MIT prohibits the unlawful manufacturing, selling, and distribution of marijuana regardless of location or age.

Medicinal Marijuana

Because the federal Drug-Free Schools and Communities Act applies to the use of medical marijuana, MIT policy includes the prohibition of marijuana for medicinal purposes on campus, including in all FSILGs, or as part of any MIT-sponsored activities. This prohibition applies even if the Massachusetts Department of Public Health (DPH) has issued a Medical Marijuana Registry identification card to an individual, authorizing that individual to possess and use marijuana for medicinal purposes. Thus, despite whatever state law may permit, MIT policy strictly prohibits any person with a medical marijuana card from possessing, using, distributing, selling, manufacturing, or facilitating the use of medical marijuana on campus, including in all FSILGs, or as part of any MIT-sponsored activities. For those students who have a medical condition that may qualify as a disability, please contact the Disability and Access Services office to discuss alternative accommodations and support that may be available to address disability-related needs.

II (2) (C). Requirement to Obtain Medical Assistance for Emergencies Involving Alcohol and Prohibited Substances

Members of the MIT community are required to summon emergency medical services (by calling 911 or the MIT Police) to obtain assistance and evaluation for any person who is in their room or immediate presence and is, or is suspected to be, under the influence of alcohol or other prohibited substances, when that person's well-being and safety is known to be or reasonably should be known to be in jeopardy. When an individual knows or reasonably should know that another person is in jeopardy, failing to summon emergency medical services (e.g., taking the person back to their residence and dropping them off, driving the person to a hospital in a personal vehicle, asking another person to take responsibility for the intoxicated individual) shall be considered a serious violation of this policy.

The health and safety of MIT students are of the utmost importance. For this reason, the fact that a student or student organization obtains medical assistance in accordance with this policy will be a factor that will be considered strongly in their favor in determining whether and to what extent disciplinary action will be pursued, as well as determining the severity of potential outcomes and/or sanctions.

II (2) (D). Institute Imposed Sanctions for Violations of Alcohol and Prohibited Substances Policies

MIT students found to be in violation of the Institute's alcohol and prohibited substances policies should expect to receive sanctions for those violations through the Office of Student Conduct and Community Standards, via the Committee on Discipline (COD). Sanctions are intended to be educational in nature so that students learn from the experience and the behavior(s) are not repeated in the future. Sanctions for alcohol and/or other drug violations include but are not limited to a letter to file warning, probation, attendance at an educational program or meeting, referral to a counseling program or therapist, work project or community restitution hours, loss of Institute-approved housing, suspension, expulsion, or another sanction deemed appropriate for the violation. The sanctions of disciplinary suspension and disciplinary expulsion will be strongly considered when a student is found to have violated the policy with regard to the sale, distribution, or social sharing of prohibited substances and when a student has failed to summon medical assistance for someone they knew, or reasonably should have known, to be in medical jeopardy due to alcohol or substance use.

Additionally, careful note should be taken that MIT will not provide protection or immunity from legal prosecution through existing city, state, or federal laws.

II (2) (E). Help-Seeking (Good Samaritan) Amnesty Policy

Introduction

The health, safety, and general welfare of MIT students are of the utmost concern to the faculty, staff, students, and administration of the Institute. The following Good Samaritan Amnesty Policy has been established to reduce barriers related to seeking help during medical emergencies or situations when someone is believed to be the victim of a crime or significant policy violation even if there is no medical emergency.

All students are required to seek immediate medical attention in circumstances when they or others with them experience the potentially dangerous effects associated with the use of alcohol or prohibited substances.¹

Policy Guidelines

In a situation where students seek medical attention for an alcohol or prohibited substance-related medical emergency, MIT will treat the students' use of alcohol or prohibited substances as a health and safety matter, not as a disciplinary incident. This policy, which is intended to reduce barriers to getting help, will be extended not only to the student receiving medical attention, but also to the student(s) who call for help. In addition, to encourage reporting and seeking help, this policy will be extended to any students who report in good faith that they witnessed or are the victim of a crime or a significant violation of MIT policy (e.g., sexual misconduct, hazing) even though they may have been under the influence of alcohol or prohibited substances at the time of the incident.

Signs of an alcohol or prohibited substance-related emergency can include a combination of lack of coordination, inability to stand, confusion, slurred speech, erratic behavior, slow or shallow breathing, pale or clammy skin, and /or vomiting while passed out. See <http://studentlife.mit.edu/makethecall>. In an alcohol or prohibited substance-related medical emergency, students are expected to:

- Contact emergency officials by calling 100 (on campus) or 617-253-1212;
- Remain with the individual(s) requiring treatment and cooperate with emergency officials; and
- Meet and cooperate with appropriate Institute administrative staff after the incident

There are no restrictions to the number of times this Good Samaritan Amnesty Policy may be used, and doing so repeatedly will not result in disciplinary action.

If a student in need of medical attention is in a student residence, any other student(s) in the room or in the immediate presence are expected to make a call for assistance. Similarly, for situations occurring in residential common spaces (e.g., suites, apartments, lounges, function rooms), it is expected that the community members present at the time will make a call for assistance.

¹ Prohibited substances include illegal drugs and other illegal substances, as well as substances that are generally recognized as dangerous and detrimental to the individual and community, even though they may not be illegal (including, but not limited to, whippits, 2-C's, NBOME, research drugs, Spice, K-2, non-prescribed performance enhancing or other prescription drugs).

When members of student organizations² call for assistance on behalf of individuals in need of help under this policy, the organizations will also not face disciplinary actions for violations of the Institute's policies on alcohol and prohibited substances.

Policy Expectations

Students or student organizations using this policy may be required to complete educational and/or counseling program(s) that are meant to support students and their organizations and connect them with other community services and resources that may be beneficial. These programs and services will be tailored to the specific circumstances and needs of those involved.

In instances where students or student organizations do not seek help for a student in need or do not follow through with required educational and/or counseling program(s), the protections offered by this policy may be voided and disciplinary follow-up through the Committee on Discipline (COD) may occur.

Policy Limitations

The Good Samaritan Amnesty Policy applies to violations of policies relating to the use of alcohol and prohibited substances, but does not preclude MIT from taking disciplinary actions to address other serious or flagrant violations of MIT policy including, but not limited to, violence, sexual assault, harassment, serious property damage, hazing, or the manufacture, sale, or distribution of prohibited substances. It also cannot preclude or prevent action by police or other legal authorities. In cases where there have been other violations of Institute policy, calling for assistance for an individual in need of help may be considered a mitigating factor in any disciplinary process arising out of such violations (and failure to seek assistance may be considered an aggravating factor in any such disciplinary process).

Students and student organizations that do not seek medical attention in an alcohol or prohibited substance-related emergency situation where action is warranted could lose all protections under this policy and could face referral to the COD.

² For the purpose of this policy, the term student organization includes both recognized and unrecognized student groups; sports teams; fraternities, sororities, and independent living groups; and floors, entryways, and other groupings within on-campus residences.

● II (3). Amnesty for Help Seeking Policy

The health, safety, and general welfare of MIT students are of the utmost concern to the faculty, staff, students, and administration of the Institute. MIT has established Help-Seeking Amnesty Policies to reduce barriers related to seeking help during medical emergencies or situations when someone is believed to be the victim of a crime or significant policy violation, even if there is no medical emergency. The below policies describe MIT's Help-Seeking expectations.

A. Amnesty for Help-Seeking: Alcohol & Other Drugs

In a situation where students seek medical attention for alcohol or prohibited substance-related medical emergencies, MIT will treat the students' use of alcohol or prohibited substances as a health and safety matter, not as a disciplinary incident. The Help-Seeking policy for alcohol and other drugs is further described here: <http://handbook.mit.edu/aodhelpseeking>

B. Amnesty for Help-Seeking: Hacking

In a situation where students seek in good faith help or medical attention for a dangerous emergency situation, MIT will treat the students' call for help as a significant mitigating factor. The Help-Seeking policy for hacking is further described here: <http://handbook.mit.edu/hacking>

C. Amnesty for Help-Seeking: Discrimination & Discriminatory Harassment

The health, safety, and general welfare of MIT students are of the utmost concern to the Institute. In a situation where students or student organizations act as a reporting party in a case of **discrimination or discriminatory harassment** (including without limitation sexual misconduct, intimate partner violence, and stalking), students will not be subject to disciplinary sanctions for violations of Institute policy related to the incident, except as described below.

This consideration, which is intended to reduce barriers to getting help, will be extended not only to the reporting party, but also to any student(s) who are witnesses in a discrimination or discriminatory harassment investigation.

Students or student organizations who call for help may be required to complete educational and/or advising program(s) that are meant to support students and their organizations and connect them with other community services and resources that may be beneficial. These programs and services will be tailored to the specific circumstances and needs of those involved.

The application of this policy may be voided if Institute officials determine that the report of discrimination or discriminatory harassment was made in bad faith. This policy also does not preclude MIT from taking disciplinary actions against a reporting party or witness to address egregious violations of Institute policies, including those that place the health and safety of another person at risk. Violations of this nature include, but are not limited to, violence, sexual assault, hazing, or the manufacture, sale, or distribution of prohibited substances. Finally, this policy cannot preclude or prevent action by police or other legal authorities.

This amnesty policy is intended to apply to federal and state law definition of sexual misconduct, including but not limited to sexual violence, dating violence, domestic violence, gender-based violence, violence based on sexual orientation or gender identity or expression, sexual assault, sexual harassment, or stalking as described in Massachusetts General Law c. 6, §. 168E(b).

● II (4). Assault and/or Reckless Endangerment

MIT prohibits physical abuse of oneself or others and reckless endangerment of oneself or others. Physical abuse is violence of any nature against any person; fighting; assault; battery; the use of a knife, gun, or other weapons; restraining or transporting someone against their will; or any action that threatens or endangers the physical health or safety of any person or causes reasonable apprehension of such harm. Reckless endangerment is conduct that could reasonably and foreseeably result in physical injury even if no injury actually occurs.

● II (5). Community Well-Being

MIT expects that members of the MIT community will not engage in behavior that endangers their own sustained effectiveness or that has serious ramifications for their own physical and mental health, safety, welfare, academic well-being, professional obligations, or for that of others. In situations where an individual student's physical illness or emotional difficulties affect not only the student, but also others in the community, it is the Institute's responsibility to consider the well-being of the community as well as the individuals in care decisions.

- **II (6). Copyright Infringement**

MIT prohibits the use of copyrighted materials in a manner that is inconsistent with the U.S. copyright law. MIT policy requires that members of the MIT community not share copyrighted material over the campus network in any way that violates the law. Sharing over the network includes but is not limited to sharing via web pages, peer-to-peer file sharing software, and email. Members of the community should either have the rights or authorization from the copyright holder for any material or determine that fair use applies before it is made available or shared over the campus network. Violations of this policy could result in disciplinary action. Students should also be aware that unauthorized distribution of copyrighted material, including peer-to-peer file sharing, may lead to civil and criminal liabilities.

MIT's responsibility under the law is to respond expeditiously to remove, or disable access to, the material that is claimed to be infringing. When MIT receives a Digital Millennium Copyright Act (DMCA) notification, it is expeditiously forwarded to the individual member of the MIT community that uses, owns, controls, or has some kind of administrative or technical responsibility for the machine indicated in the notice, when that individual can be identified based on records maintained by Information Systems and Technology (IS&T).

The contacted user is requested to remove or block access to all materials identified as infringing (as well as any other infringing material) and to respond to MIT's DMCA agent within 5 days of the forwarding of the takedown notice. Know what your responsibilities are if you receive a DMCA notification.

Takedown notice cases are periodically reviewed in order to determine if a possibility of repeat infringement exists. Further action regarding repeat infringement will be coordinated by the Office of Student Conduct and Community Standards.

For more information, visit Copyright at MIT and MITnet Rules of Use at <http://ist.mit.edu/network/rules>.

- **II (7). Discrimination and Discriminatory Harassment**

- A. Preamble**

- In order to create a respectful, welcoming and productive community, the Institute is committed to providing a living, working and learning environment

that is free from discrimination and discriminatory harassment. The below listed collection of policies related to discrimination and discriminatory harassment within the MIT Community applies to all members of the Institute student community. These policies apply to conduct that occurs on MIT property or off-campus, or when an MIT student is representing or acting on behalf of the Institute, conducting Institute business, or attending Institute-funded or Institute-sponsored activities such as a conference. In addition, these policies may apply to conduct that occurs outside the MIT academic environment if that conduct affects the work or educational environment.

Discrimination and discriminatory harassment policies include: Nondiscrimination Policy, Harassment, Sexual Harassment, Gender-based Harassment, Sexual Misconduct, Intimate Partner Violence, Stalking, Title IX Sexual Harassment, and Non-Retaliation.

Reporting Options and Resources for Students

Members of the MIT community are strongly encouraged to promptly report all incidents of discrimination and discriminatory harassment, including sexual misconduct, intimate partner violence, and stalking. Prompt reporting of such incidents makes investigation more effective and enhances the ability of MIT to take action. Any MIT student who believes they have been subjected to discrimination and discriminatory harassment, including sexual misconduct, intimate partner violence, or stalking, by another MIT student may initiate a complaint by speaking to any of the individuals listed on the [IDHR website](#).

Individuals have numerous options for reporting the misconduct and obtaining support; which option an individual chooses depends upon the nature and severity of the misconduct, whether the individual wishes the report to remain confidential, and whether the individual wishes to pursue a formal complaint.

For information about reporting, campus resources, and grievance procedures, visit the [IDHR website](#) or contact the Institute Title IX Coordinator:

Sarah Rankin, Title IX Coordinator
120 Massachusetts Ave.
Cambridge, MA 02139
Building W31-223
(617) 324-7526
idhr@mit.edu



In addition to raising a complaint within MIT, individuals may also file a criminal complaint with the MIT Police, Cambridge Police, or the local law enforcement agency where the misconduct occurred. The standards for finding a violation of law are different from the standards used by MIT in determining whether there has been a violation of MIT's policy. The filing of a complaint of discrimination and discriminatory harassment, including sexual misconduct, intimate partner violence, or stalking, with MIT is independent of any criminal investigation or proceeding (although MIT's investigation may, in some cases, be delayed temporarily while the criminal investigators are gathering evidence) and MIT will generally not wait for the conclusion of any criminal proceeding to start its own investigation. Students who choose to pursue criminal action can contact law enforcement directly:

- MIT Police (617) 253-1212 or by dialing 100 from any MIT phone
- Cambridge Police Department (617) 349-3381
- Boston Police Department (617) 343-4400

If you have any questions, concerns, or would like additional information about how to relate your experience to Institute policies, please reach out to idhr@mit.edu or for confidential support, contact Violence Prevention and Response at vpr-advocate@mit.edu.

MIT's Response

Information about resolving complaints of all types of discrimination and discriminatory harassment can be found on the [IDHR website](#) and in the [Committee on Discipline Rules & Regulations](#).

Further, the procedure for resolving complaints of sexual misconduct, sexual harassment, intimate partner violence, stalking, and Title IX Sexual Harassment alleged to have been committed by MIT students can be found in the [Committee on Discipline Rules & Regulations](#), including Sections XIII-XVI.

The procedure for resolving complaints alleged to have been committed by employees of the Institute, including faculty and staff, can be found in [Section 9.8 of the Institute Policies and Procedures](#).

Allegations of policy violations may be investigated and may lead to disciplinary action. The outcome of disciplinary action can include a warning, probation, suspension, expulsion, or degree revocation. The sanctions of disciplinary suspension and disciplinary expulsion will be strongly considered when

a student is found to have violated any part of the nonconsensual sexual penetration, sexual exploitation, or retaliation provisions of this policy; and for severe violations of the sexual harassment provision.

Interim Measures During Investigations

While an investigation or grievance proceeding is pending, MIT will provide written notification to a complainant about interim measures to assist or protect that person. Interim measures may include, for example, changing the living and/or transportation arrangements, class schedule, or work schedule of the person who was the subject of the alleged misconduct and/or the person alleged to have committed the misconduct, a no-contact order, or similar action. MIT will also provide written notification to students about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both at the Institute and off campus. Support services for respondents are also available. Interim measures may also be taken to protect the community.

Freedom of Expression/Academic Freedom

Please note that the principles set forth in the Institute's policy on Freedom of Expression for students, found in the [Mind and Hand Book, Section II \(10\)](#), may be considered in evaluating potential instances of discrimination or discriminatory harassment that are speech-based in nature.

Further, in an academic community, the free and open exchange of ideas and viewpoints reflected in the concept of academic freedom may sometimes prove disturbing or offensive to some. The examination and challenging of assumptions, beliefs or opinions is, however, intrinsic to the rigorous education that MIT strives to provide. MIT policies are not intended to compromise the Institute's traditional commitment to academic freedom or to education that encourages students to challenge their own views of themselves and the world.

B. Nondiscrimination Policy

The Massachusetts Institute of Technology is committed to the principle of equal opportunity in education and employment. The Institute prohibits discrimination against individuals on the basis of race, color, sex, sexual orientation, gender identity, pregnancy, religion, disability, age, genetic information, veteran status, or national or ethnic origin in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, and other Institute administered programs and activities; the Institute may, however, favor US citizens or residents in admissions and financial aid.*

The Vice President for Human Resources is designated as the Institute's Equal Opportunity Officer. Inquiries concerning the Institute's policies, compliance with applicable laws, statutes, and regulations, and complaints may be directed to Ramona Allen, Vice President for Human Resources, Building NE49-5000, 617-324-5675. In addition, inquiries about Title IX (which prohibits discrimination on the basis of sex) may be directed to the Institute's Title IX Coordinator, Sarah Rankin, Room W31-223, 617-324-7526, idhr@mit.edu. Information about the grievance procedures and process for discrimination and discriminatory harassment, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how MIT will respond is available at idhr.mit.edu. Inquiries about the laws and about compliance may also be directed to the United States Department of Education, Office for Civil Rights, Region I, 5 Post Office Square, 8th Floor, Boston, MA 02109-3921, 617-289-0111, OCR.Boston@ed.gov.

**The ROTC programs at MIT are operated under Department of Defense (DoD) policies and regulations, and do not comply fully with MIT's policy of nondiscrimination with regard to gender identity. MIT continues to advocate for a change in DoD policies and regulations concerning gender identity, and is committed to providing alternative financial assistance under a needs-based assessment to any MIT student who loses ROTC financial aid because of these DoD policies and regulations.*

C. Racist Conduct

As is stated in *MIT Policies and Procedures*, Sections 9.3 and 9.5, harassment or discrimination against individuals on the basis of race, whether intentional or not, is unacceptable at MIT. Racism and racist conduct may undermine a person's wellbeing and interfere with their work and academic progress or performance; such violations may also taint the work or educational climate for others, and may undermine the Institute's ability to achieve its mission.

The Institute is committed to the elimination of racism and racist conduct. In any investigation of allegations of racist conduct, the Institute strives to protect the rights of all individuals involved and to safeguard the welfare of everyone in the MIT community. See *MIT Policies and Procedures*, [Section 9.8, Complaint Resolution Policies and Procedures](#) for more information.

D. Discriminatory Harassment

1. Harassment Based on Protected Class

While MIT's harassment policy is not limited to harassment based on the protected categories listed in *MIT Policies and Procedures*, Section 9.5, the Institute is particularly committed to eliminating harassment based on

those categories. Harassment that is based on an individual's race, color, sex, sexual orientation, gender identity, pregnancy, religion, disability, age, genetic information, veteran status, or national or ethnic origin is not only a violation of MIT policy but may also violate federal and state law, including Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, and Mass. General Laws Chapter 151B. For information on how to file complaints of violation of law with governmental agencies see Section 9.8.5.7 Legal Information. For information on how to file complaints of discriminatory harassment, see MIT's Institute Discrimination and Harassment Response Office <https://idhr.mit.edu/reporting-options>.

2. Sexual Harassment

Sexual Harassment is unwelcome conduct of a sexual nature, such as unwelcome sexual advances, requests for sexual favors, or other verbal, nonverbal, or physical conduct of a sexual nature, when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic standing
- Submission to or rejection of such conduct by an individual is used as the basis for significant employment decisions (such as advancement, performance evaluation, or work schedule) or academic decisions (such as grading or letters of recommendation) affecting that individual
- The conduct is sufficiently severe or pervasive that a reasonable person would consider it intimidating, hostile, or abusive and it adversely affects an individual's educational, work, or living environment.

A partial list of examples of conduct that might be deemed to constitute sexual harassment if sufficiently severe or pervasive include:

- **Examples of verbal sexual harassment** may include unwelcome conduct such as sexual flirtation, advances or propositions or requests for sexual activity or dates; asking about someone else's sexual activities, fantasies, preferences, or history; discussing one's own sexual activities, fantasies, preferences, or history; verbal abuse of a sexual nature; suggestive comments; sexually explicit jokes; turning discussions at work or in the academic environment to sexual topics; and making offensive sounds such "wolf whistles."
- **Examples of nonverbal sexual harassment** may include unwelcome conduct such as displaying sexual objects, pictures, or other images;

invading a person’s personal body space, such as standing closer than appropriate or necessary or hovering; displaying or wearing objects or items of clothing which express sexually offensive content; making sexual gestures with hands or body movements; looking at a person in a sexually suggestive or intimidating manner; or delivering unwanted letters, gifts, or other items of a sexual nature.

RELATED POLICY: The Institute’s complete harassment policy, addressing all forms of harassment, can be found in [Section 9.5](#) of the Institute Policies and Procedures. See also [Mind & Hand Book § II \(13\)](#) for MIT’s policy for students addressing harassment. Students should be aware that MIT prohibits all gender-based harassment (including harassment based on gender, sex, sex-stereotyping, sexual orientation, or gender identity), not just harassment that is sexual in nature.

RELATED POLICY: Individuals should be aware that unwelcome conduct of a sexual nature that does not rise to the level of “sexual harassment” and gender-based harassing conduct that does not rise to the level of “harassment” may still violate [Section 9.2](#) of the Institute Policies and Procedures.

3. Gender-Based Harassment

Gender-based harassment is unwelcome verbal or nonverbal conduct based on gender, sex, sex-stereotyping, sexual orientation, gender identity, or pregnancy that meets the definitions above of harassment. Gender-based harassment may also involve conduct of a sexual nature.

E. Sexual Misconduct

MIT is committed to providing a productive living and learning community in which students can pursue their educational goals. Sexual misconduct undermines this commitment and affects the ability of students to focus on their educational achievement. Therefore, MIT will not tolerate nor condone any form of sexual misconduct. MIT students are prohibited from engaging in sexual misconduct, as defined below. Moreover, MIT may take additional action in response to sexual misconduct as required by state and federal law, including Title IX (see idhr.mit.edu).

No one shall be retaliated against for, in good faith, objecting to a behavior that may violate this policy, reporting a violation of this policy, or participating in the Institute’s complaint resolution procedure in any capacity, including as a complainant, witness, or investigator.

E (1). Nonconsensual Sexual Penetration

Nonconsensual sexual penetration is the sexual penetration or attempted sexual penetration of any bodily opening with any object or body part without effective consent.

- Nonconsensual sexual penetration includes the Clery Act definition of **rape**: the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim; the Clery Act definition of **incest**: sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; and the Clery Act definition of **statutory rape**: sexual intercourse with a person who is under the statutory age of consent.

E (2). Nonconsensual Sexual Contact

Nonconsensual sexual contact is any physical contact with another person of a sexual nature without effective consent, including touching someone's intimate parts (such as genitalia, groin, breast, or buttocks, either over or under clothing); touching a person with one's own intimate parts; or forcing a person to touch another's intimate parts.

- Nonconsensual sexual contact includes the Clery Act definition of **fondling**: the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.

E (3). Effective Consent

MIT students who engage in sexual behavior of any kind are expected to do so only with the effective consent of all parties involved. Doing otherwise constitutes sexual misconduct and is a violation of this policy.

Consent is ultimately about respecting another's autonomy to make choices about their own body, their own boundaries, and their own behavior. The fundamental purpose of the Institute's sexual misconduct policy is to reinforce the expectation that individuals give and receive this respect in their sexual interactions.

Given the importance of sexual autonomy and the potential impact on those subjected to nonconsensual sexual activity, the Institute places the responsibility for obtaining effective consent on the person who initiates the sexual activity. That responsibility is significant.

The Institute recognizes that there are a wide variety of sexual interactions, that there is no single way to communicate consent, and that context matters. At all times, each party is free to choose where, when, and how they participate in sexual activity. Accordingly, when evaluating whether sexual activity was consensual, the Institute will consider the entirety of the sexual interaction and the relevant circumstances.

Effective Consent is:

- informed;
- freely and voluntarily given;
- mutually understandable words or actions which indicate willing participation in mutually agreed upon sexual activity.

Further:

By definition, effective consent cannot be obtained by

- unreasonable pressure, which can generally be understood as conduct that pressures another person to “give in” to sexual activity rather than to choose freely to participate; factors that may be considered include (1) the frequency, nature, duration, and intensity of the requests for sexual activity; (2) whether and how previous requests were denied; and (3) whether the person initiating the sexual activity held a position of power over the other person;
- emotional intimidation, which can include (1) overtly degrading, humiliating, and shaming someone for not participating in sexual activity; (2) blackmail; and (3) threats to reputation;
- physical intimidation and threats, which can be communicated by words or conduct, and physical force.

Effective consent cannot be obtained from someone who is incapable of giving consent for any reason, including when:

- the person has a mental, intellectual, or physical disability that causes the person to be temporarily or permanently unable to give consent;
- the person is under the legal age to give consent;

- or the person is asleep, unconscious, physically helpless, or otherwise incapacitated, including by alcohol or other drugs.

An individual violates this policy if the individual initiates and engages in sexual activity with someone who is incapacitated, and (1) the individual knew the other person was incapacitated, or (2) a sober reasonable person under similar circumstances as the person initiating the sexual activity would have known the other person was incapacitated.

For purposes of this policy, silence and passivity *do not* signal consent.

There is no requirement that a person express non-consent or that they resist a sexual advance or request. For example, someone might not consent to sexual activity even though they do not say “no” or physically resist in any way. Physical or verbal resistance is evidence that there was not effective consent.

Some behaviors and statements do not indicate consent, including the following:

- “I don’t know.”
- “Maybe.”
- Without more, ambiguous responses such as “uh huh” or “mm hmm,” and giggling.
- A verbal “no,” even if it may sound indecisive or insincere.
- Moving away.

A factor that may be considered when evaluating consent is whether, under similar circumstances as the person initiating the sexual activity, a sober reasonable person would have concluded that there was effective consent.

It is important for those who initiate sexual activity to understand that:

- even though someone gave effective consent to sexual activity in the past, that does not mean they have given effective consent to sexual activity in the future;
- even though someone gives effective consent to one type of sexual activity during a sexual interaction, that does not automatically mean they have given effective consent to other types of sexual activity;
- effective consent can be withdrawn at any time, and once a person withdraws effective consent, the other person must stop.

Effective consent is clearest when obtained through direct communication about the decision to engage in specific sexual activity. Effective consent need not be verbal, but verbal communication is the most reliable and effective way to seek, assess, and obtain consent. Nonverbal communication can be ambiguous. For example, heavy breathing or moaning can be a sign of arousal, but it can also be a sign of distress. Talking with sexual partners about desires, intentions, boundaries, and limits can be uncomfortable, but it serves as a strong foundation for respectful, healthy, positive, and safe intimate relationships.

E (4). Incapacitation

Incapacitation is the physical and/or mental inability to make informed, rational judgments and decisions. Someone is incapacitated if they are asleep or unconscious. Someone can also be incapacitated by alcohol or other substances.

Because the impact of alcohol and other drugs varies from person to person, one should be cautious before engaging in sexual contact or intercourse when either person has been drinking alcohol or using other drugs. The use of alcohol or other drugs may create ambiguity about consent. If there is any doubt about either party's level of intoxication, the safe thing to do is to forgo all sexual activity.

Where alcohol or other substances are involved, incapacitation is determined by how the substance impacts a person's decision-making capacity, awareness of consequences, and ability to make informed judgments. Incapacitation is a state beyond drunkenness or intoxication, and a person is not incapacitated merely because they have been drinking or using drugs.

Incapacitation is not determined by technical or medical definitions. The question is whether a person has the physical and/or mental ability to make informed, rational judgments and decisions.

Although each individual is different, there are some common and observable signs that someone is incapacitated or approaching incapacitation, including slurred or incomprehensible speech, unsteady gait, combativeness, emotional volatility, vomiting, or incontinence. A person who is incapacitated may not be able to understand or answer coherently some or all of the following questions:

- Do you know where you are?
- Do you know how you got here?

- Do you know what is happening?
- Do you know who you are with?

E (5). Sexual Exploitation

Sexual exploitation means taking sexual advantage of another person and includes:

1. Providing alcohol or other drugs to someone without that person's knowledge, or unreasonably pressuring the person to consume alcohol or drugs, with the purpose of causing incapacitation in order for one to take sexual advantage of the person.
2. Recording, photographing, transmitting, or allowing another to view images of private sexual activity and/or the intimate parts of another person without effective consent.
3. Allowing third parties to observe private sexual acts without effective consent.
4. Voyeurism, including by electronic means.
5. Indecent exposure.
6. Knowingly or recklessly exposing another person to a significant risk of sexually transmitted infection, including HIV, without their knowledge.

F. Intimate Partner Violence

MIT prohibits intimate partner violence. Intimate Partner Violence is defined as actual or threatened physical violence, intimidation, or other forms of physical or sexual abuse directed toward a partner in an intimate relationship that would cause a reasonable person to fear harm to self or others. For this policy, "intimate relationship" means marriage, domestic partnership, engagement, casual or serious romantic involvement, and dating, whether current or former. Intimate Partner Violence can occur between persons of any gender identity, any sexual orientation, and it can occur in any type of intimate relationship including monogamous, non-committed, and relationships involving more than two partners. Intimate Partner Violence can be a single act or a pattern of behavior. Intimate Partner Violence also includes, without limitation, dating violence and domestic violence as defined by the Clery Act. (The Clery Act is a federal law on campus safety and security – more information can be found in MIT's Annual Security Report.)

Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship is determined based on the reporting



party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, "dating violence" includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Domestic violence is defined as a felony or misdemeanor crime of violence committed by a current or former spouse or dating/domestic of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or dating/domestic, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. To be considered domestic violence, the relationship must be more than just two people living together as roommates.

Intimate Partner Violence can take many forms. Examples include, but are not limited to, situations in which the following behaviors are directed toward a partner in a current or former intimate relationship: hitting, kicking, punching, strangling, or other violence; property damage; and threat of violence to one's self, one's partner, or the family members, friends, pets, or personal property of the partner.

G. Stalking

Stalking, whether or not sexual in nature, is prohibited by MIT. Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others, or to suffer substantial emotional distress. For the purposes of this definition, "course of conduct" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim. "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Stalking can take many forms. Examples include, but are not limited to, two or more instances of the following conduct (that also meet the definition of stalking above): following a person; appearing at a person's home, class or work; continuing to contact a person after receiving requests not to; leaving written messages, objects, or unwanted gifts; vandalizing a person's property; photographing a person; and other threatening, intimidating, or intrusive conduct.

Stalking may also involve the use of electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices (often referred to as cyber-stalking). Such conduct may include, but is not limited to, non-consensual communication, telephone calls, voice messages, emails, texts, letters, notes, gifts, or any other communication that are repeated and undesired.

H. Non-Retaliation

Retaliation, as described above and in [Mind & Hand Book § II \(20\)](#), is prohibited. For information on how to file complaints of retaliation based on a protected class, see MIT's Institute Discrimination and Harassment Response Office <https://idhr.mit.edu/reporting-options>.

I. Title IX Sexual Harassment

Although MIT broadly prohibits sexual harassment and other forms of sexual misconduct, federal Title IX regulations require MIT to follow specific processes when the Institute has actual knowledge of a report of certain categories of sexual misconduct, referred to as "*Title IX Sexual Harassment*."

Title IX Sexual Harassment means: Conduct on the *basis of sex* that satisfies one or more of the following:

1. An employee of MIT conditioning the provision of an aid, benefit, or service of MIT on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to MIT's education program or activity; or
3. "Sexual assault," "dating violence," "domestic violence," or "stalking," as defined by federal law and set out on the Institute Discrimination and Harassment Response (IDHR) website.

MIT must follow the specific processes cited below when it receives a formal complaint of Title IX Sexual Harassment and where all of the following apply:



1. At the time of filing a formal complaint, the Complainant was/is participating in or attempting to participate in the education program or activity at MIT;
2. The alleged conduct occurred in an education program or activity controlled by MIT; and
3. The alleged conduct occurred against a person in the United States.

Information about MIT's processes for responding to **reports of Title IX Sexual Harassment** is available. Formal Complaints of Title IX Sexual Harassment are investigated in accordance with the *IDHR Investigation Guide* and hearings are held in accordance with the process for **complaints against a faculty member, staff member, or postdoctoral scholar** (fellow or associate) and in the Title IX Sexual Harassment Hearing Procedures in the **Committee on Discipline Rules** for complaints against students.

Formal Complaints of sexual harassment and sexual misconduct that do not meet the definition of Title IX Sexual Harassment are addressed under the complaint resolution process described in Section 9.8 for complaints against a faculty member, staff member, or postdoctoral scholar (fellow or associate) and in the Sexual Misconduct Hearing Procedures (Non-Title IX Sexual Harassment) in the **Committee on Discipline Rules** for complaints against students.

MIT prohibits retaliation as set forth in **Section 9.7** and the **Mind and Hand Book**. In the context of Title IX Sexual Harassment, this means that: No person may intimidate, threaten, coerce, or discriminate against any individual:

- for the purpose of interfering with any right or privilege secured by Title IX, or
- because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in a Title IX Sexual Harassment investigation, proceeding, or hearing.

In addition, retaliation also includes intimidation, threats, coercion, or discrimination, including charges against an individual for policy violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of Title IX Sexual Harassment, for the purpose of interfering with any right or privilege secured by Title IX.

Title IX Sexual Harassment Definitions. For the purposes of Section 9.5.1.4 of Policies and Procedures and Section II (7) (I) of the Mind and Hand Book, the following definitions apply:

Complainant means an individual who is reported to be the victim of conduct that could constitute Title IX Sexual Harassment.

Dating Violence means violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the Complainant; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.

Domestic Violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Massachusetts, or by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Massachusetts.

Education program or activity means locations, events, or circumstances over which MIT exercises substantial control over both the Respondent and the context in which the reported sexual harassment occurred, and also includes any building owned or controlled by a student organization that is officially recognized by MIT.

Title IX Sexual Harassment Formal Complaint means a document submitted by a Complainant, or signed by the Title IX Coordinator, alleging Title IX Sexual Harassment against a Respondent and requesting that MIT investigate the allegation of Title IX Sexual Harassment. The Title IX Sexual Harassment Formal Complaint must contain the Complainant's physical or digital signature, or otherwise indicate that the Complainant is the person filing the Formal Complaint.

Respondent means an individual who is reported to be the perpetrator of conduct that could constitute Title IX Sexual Harassment.

Sexual Assault means an offense classified as a sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. Sex offenses include:

1. **Sex Offenses, Forcible:** Any sexual act directed against the Complainant, without the consent of the Complainant, including instances in which the Complainant is incapable of giving consent.
2. **Forcible Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of the Complainant, without the consent of the Complainant.
3. **Forcible Sodomy:** Oral or anal sexual intercourse with the Complainant, forcibly, and/or against the Complainant's will (non-consensually), or not forcibly or against the Complainant's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
4. **Sexual Assault with an Object:** The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of the Complainant, forcibly, and/or against the Complainant's will (non-consensually), or not forcibly or against the Complainant's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
5. **Forcible Fondling:** The touching of the private body parts of the Complainant (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against the Complainant's will (non-consensually), or not forcibly or against the Complainant's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
6. **Sex Offenses, Non-forcible:**
 - i) **Incest:** Non-forcible sexual intercourse, between persons who are related to each other by blood or adoption as prohibited by Massachusetts law.
 - ii) **Statutory Rape:** Non-forcible sexual intercourse, with a Complainant who is under the statutory age of consent of sixteen-years-old.

Consent means “effective consent” as defined in the [Mind and Hand Book, Section II\(7\)\(E\)](#).

Stalking means engaging in a course of conduct directed at the Complainant that would cause a reasonable person to: (A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress.

● II (8). Disorderly Conduct

MIT prohibits disorderly conduct. Disorderly conduct is defined as any unreasonable or reckless conduct by an individual or group that is inherently or potentially unsafe to other persons or to their real or personal property, and/or any behavior that disrupts the peace or interferes with the normal operation of the Institute or Institute-sponsored activities. Disorderly conduct includes making unreasonable noise, disrupting a lawful meeting, obstructing pedestrian or vehicle traffic, or creating a hazardous situation.

● II (9). Fire Safety

Members of the MIT community are prohibited by Massachusetts law and MIT regulations from committing fire and safety violations, including but not limited to:

- refusing to evacuate during a fire alarm
- setting a fire, making a bomb threat or issuing a false alarm
- tampering with firefighting equipment, fire-alarm systems, fire protection sprinklers, or smoke detectors
- using flammable decorations, including natural evergreens, in any room, corridor, stairwell, lounge, dining hall, lobby, or other public area
- using a fireplace in a manner that does not comply with MIT guidelines
- placing objects in any exit or on fire escapes
- entering or occupying the roof of any residence except in areas designed for, and approved by, MIT for assembly use
- using or burning candles or incense in the residence halls
- for students living on campus without kitchens: possessing or using microwaves, toaster ovens, or other cooking devices in student bedrooms
- possessing halogen lamps in the residence halls

Members of the MIT community may be subject to severe disciplinary action if they violate any Massachusetts statutory or MIT fire safety regulation or policy. Students who live in residence halls or Institute-owned apartments are additionally encouraged to review Residential Life's Fire and Life Safety Policy.

Fire Alarms

When a fire alarm is activated in a residence hall, residents are required by law to evacuate by way of the safest and closest exit to their designated meeting points.

Residents who do not immediately evacuate their residence hall may be subject to a government fine or penalty, in addition to disciplinary action by the Institute. Institute policy is to evacuate immediately, NOT to fight fires.

● II (10). Freedom of Expression

Freedom of expression is essential to the mission of a university. So is freedom from unreasonable and disruptive offense. Members of this educational community are encouraged to avoid putting these essential elements of our university to a balancing test.

People who are offended by matters of speech or expression should consider speaking up promptly and in a civil fashion, and should be able to ask others to help them in a professional fashion to express concern. People who learn they have offended others by their manner of expression should consider immediately stopping the offense and apologizing.

With respect to materials posted on bulletin boards, it is not appropriate to remove or deface signed posters, even if some people find such material offensive. If you are offended by a poster signed by a person or group in the MIT community, it is appropriate to convey your sense of offense to those who created the poster. It is not appropriate to remove or deface the poster.

It is usually easier to deal with issues of free expression and harassment when members of the community think in terms of interests rather than rights. It may be "legal" to do many things that are not in one's interests or in the interests of members of a diverse community. Most people intuitively recognize that there may be some difference between their rights and their interests. For example, most people do not insist on offending others once they have learned that their behavior is offensive, even in circumstances where they may have, or think that they have, a legal right to do so. Thus, anyone dealing with harassment concerns may find it useful to think about the interests on all sides as well as the rights.

● II (11). Gambling and Raffles

Students are advised that some gambling activities are illegal under Massachusetts Law and they are expected to abide by these laws. Information about Massachusetts gambling laws can be found at <https://www.mass.gov/info-details/massachusetts-law-about-gambling-and-casinos>. Students are further advised that those who engage in illegal gambling may face criminal action.

A raffle is defined as a game in which the prize is won by random drawing of the name or number of one or more persons purchasing chances. Students and student organizations can refer to the Event Planning Guide at <http://web.mit.edu/eventguide/eventregulations/citylicenses.html> for information about obtaining a one-day raffle license from the City of Cambridge. Information about obtaining a raffle license from the City of Boston can be found at <http://www.cityofboston.gov/cityclerk/services/raffle.asp>.

● II (12). Hacking

Hacking is a long-standing tradition at MIT and a part of its culture. It can be defined as either the curious exploration of MIT's campus or the design and implementation of harmless pranks, tricks, and creative inventions that demonstrate ingenuity and cleverness. Exemplary hacks have been executed in such a way that the hackers have been safe, no one has been injured, no damage has been done to personal or Institute property, while maintaining the privacy and personal dignity of individuals.

Ultimately individuals are responsible for their actions and any intentional or unintentional consequences. While the "Hack Etiquette" is a very useful guide, responsible behavior also includes not acting in a manner that makes a police officer or MIT employee feel unsafe in the conduct of their duties (for example, running or hiding when discovered). Labeling something as a hack does not change unlawful behavior into lawful behavior, nor is it an excuse or justification for violations of MIT policy. Notwithstanding that they may occur in connection with a hack, violations of MIT policies may still result in disciplinary action.

Per *Mind and Hand Book* Section II (25). **Unauthorized Access:** "MIT prohibits students from being present in any Institute area or property or in any area of Institute-approved housing that is posted to prohibit unauthorized access, that is locked to prohibit unauthorized access, or that a reasonable individual knows or should know is considered a private and/or unauthorized area.



Examples of unauthorized access include, but are not limited to, access to unapproved rooftops, the domes of Building 10 and 7, steam tunnels, closed construction sites, and HVAC ducts. Scaling or climbing the exterior of buildings is also not permitted. Further examples include, but are not limited to, locked offices, labs, residence halls, or residence hall rooms that you do not have permission to enter.”

Further notable related policies to consider include:

- II (3). **Reckless Endangerment**
- II (17). **Improper Use of Institute Property**
- II (22). **Property Damage and Destruction**

Help Seeking: The health, safety, and general welfare of MIT students are of the utmost concern to the Institute. In a situation where students seek in good faith help or medical attention for a dangerous emergency-situation, MIT will treat the students’ call for help as a significant mitigating factor. This consideration, which is intended to reduce barriers to getting help, will be extended not only to the student in need of help or medical attention, but also to the student(s) who call for help. Failure to seek assistance may be considered an aggravating factor in any disciplinary process.

In many situations where someone calls for help, MIT will consider it a health and safety matter, and not take disciplinary action. Students or student organizations who call for help may be required to complete educational and/or advising program(s) that are meant to support students and their organizations and connect them with other community services and resources that may be beneficial. These programs and services will be tailored to the specific circumstances and needs of those involved.

MIT **prohibits hazing**. If you feel pressured to engage in hacking behaviors for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group, organization, or living community, you are encouraged to report or seek help by using MIT’s **confidential hazing reporting form**.

Over many years, the hacking community has developed an expected set of guidelines:

Hack Etiquette

1. Be Safe – Your safety, the safety of others, and the safety of anyone you hack should never be compromised.
2. Be Subtle – Leave no evidence that you were ever there.
3. Leave things as you found them – or better.
4. If you find something broken call F-IXIT.
5. Leave no damage.
6. Do not steal anything.
7. Brute force is the last resort of the incompetent.
8. Do not hack while under the influence of alcohol or drugs.
9. Do not drop things off (a building) without a ground crew.
10. Do not hack alone.
11. Above all exercise some common sense.

Source:
Wall on the
student street
in Stata;
by tradition.

● II (13). Harassment

In order to create a respectful, welcoming, and productive community, the Institute is committed to providing a living, working, and learning environment that is free from harassment.

Harassment is defined as unwelcome conduct of a verbal, nonverbal or physical nature that is sufficiently severe or pervasive to create a work or academic environment that a reasonable person would consider intimidating, hostile or abusive and that adversely affects an individual's educational, work, or living environment.

In determining whether unwelcome conduct is harassing, the Institute will examine the totality of the circumstances surrounding the conduct, including its frequency, nature and severity, the relationship between the parties and the context in which the conduct occurred. Below is a partial list of examples of conduct that would likely be considered harassing, followed by a partial list of examples that would likely not constitute harassment:

- **Examples of possibly harassing conduct:** Public and personal tirades; deliberate and repeated humiliation; deliberate interference with the life or work of another person; the use of certain racial epithets; deliberate desecration of religious articles or places; repeated insults about loss of personal and professional competence based on age.

- **Examples of conduct that is likely not harassment:** Administrative actions like performance reviews (including negative performance reviews) and making work assignments; other work-related decisions like moving work areas or changing work colleagues; and isolated incidents (unless, as noted above, they are very severe, such as the use of certain racial epithets).

Source: [Institute Policy 9.5, Policy on Harassment](#).

See also MIT's [policy on sexual misconduct](#).

More examples of possibly harassing conduct as well as information on different ways to raise concerns about harassment can be found in the [Institute Guidelines for Raising Complaints about Harassment](#).

Conduct that does not rise to the level of harassment may still violate [Section 9.2](#). Even conduct that does not violate an MIT policy may be inappropriate and any inappropriate conduct should be addressed by the supervisor or department head.

While MIT's harassment policy is not limited to harassment based on the protected categories listed in [Section 9.3](#), the Institute is particularly committed to eliminating harassment based on those categories. Harassment that is based on an individual's race, color, sex, sexual orientation, gender identity, pregnancy, religion, disability, age, genetic information, veteran status, or national or ethnic origin is not only a violation of MIT policy but may also violate federal and state law, including Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, and Mass. General Laws Chapter 151B. For information on how to file complaints of violation of law with governmental agencies see [Section 9.8.5.7 Legal Information](#).

General complaint procedures are described in MIT Policies and Procedures [Section 9.8](#).

● II (14). Hazardous Materials

The possession, manufacture, storage, or use of hazardous materials in residence halls, FSILGs, and other areas where appropriate MIT Environment, Health & Safety (EHS) safety precautions are not in place is prohibited. Prohibited hazardous materials include, but are not limited to:

- Hazardous chemicals
- Biological materials
- Radioactive substances, lasers (class 3b or class 4)
- Ammunition

- Explosives (including firecrackers and missiles)
- Flammable materials
- Accelerants
- Gas grills
- Hibachis
- Charcoal grills or lighter fluid
- Gasoline
- Flammable liquid
- Gas-powered equipment
- Propane cooking equipment (see below).

Gas Cylinders

Students are prohibited from receiving, possessing, storing or using any gas cylinder (including, but not limited to, liquid nitrogen, helium, nitrous oxide) in any MIT residence hall. If a student attempts to purchase these materials without prior approval from EHS, the order will be cancelled and the cylinders confiscated. Students may be subject to severe disciplinary action as stated in the MIT Policies and Procedures.

Propane

Due to safety concerns, the use of propane cooking equipment in residence halls, FSILGs, and other areas where appropriate EHS safety precautions are not in place is prohibited. Safer alternatives include electric grills and house kitchens. Exceptions to this policy are rare and require permission from the DSL Environment, Health & Safety Program Manager in conjunction with the Cambridge Fire Department, and require at least two weeks advance notice and a detailed proposal including safety precautions. In general, exceptions may only be granted if propane equipment is operated by professional caterers, under the supervision of a licensed plumber and in the presence of a detail from the Cambridge Fire Department.

Contact the Environment, Health & Safety Office at 617-452-3477 if you have any questions concerning the above restrictions on hazardous materials.

● II (15). Hazing

MIT prohibits hazing by individuals or groups and defines it as follows: Any action or activity that is reasonably likely to, or is intended to, endanger the physical or mental health of a person for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group, organization, or living community. This definition shall apply regardless of location or consent of participants. Hazing includes, without limitation, behaviors that violate Massachusetts General Laws Chapter 269, Sections 17-19 (reproduced in their entirety below).

Endangering mental health is defined as sleep deprivation, extended isolation, public degradation, intimidation, creation of artificial and excessive stress, public nudity, and other comparable behaviors that are reasonably likely to, or are intended to, cause a significant degree of distress, disgrace, anguish, or interference with academic, professional, or personal pursuits.

Apathy or acquiescence in the presence of hazing are not neutral acts and constitute hazing as prohibited by this policy. Students and other members of the Institute community must report incidents of hazing that they witness or for which they were present. Incidents of hazing shall be reported to an appropriate law enforcement official and the Office of Student Conduct and Community Standards. Failure to report incidents of hazing is a violation of this policy and may be a violation of Massachusetts law (M.G.L. c. 269 Section 18).

Any retaliation against any person who reports, is a witness to, is involved with, or cooperates with the adjudication of hazing is strictly prohibited.

Prohibited forms of hazing include but are not limited to:

- **Intimidation Hazing:** Behaviors that emphasize a power imbalance between new members and other members of the group or community. This is termed “intimidation hazing” because these types of hazing are often taken for granted or accepted as “harmless” or meaningless. Intimidation hazing typically involves activities or attitudes that breach reasonable standards of mutual respect and place new members on the receiving end of ridicule, embarrassment, and/or humiliation tactics. New members often feel the need to endure intimidation hazing to feel like part of the group or community.

Examples of intimidation hazing include but are not limited to:

- Deception
 - Silence periods
 - Deprivation of privileges
 - Social isolation
 - Name calling
 - Assignment of duties not assigned to other members
- **Harassment Hazing:** Behaviors that cause emotional anguish or physical discomfort in order to feel like part of the group. Harassment hazing often confuses, frustrates, and causes undue stress for new members.

Examples of harassment hazing include but are not limited to:

- Verbal abuse
 - Threats or implied threats
 - Sexual simulations
 - Requiring situationally inappropriate attire
 - Sleep deprivation
- **Violent Hazing:** Behaviors that do or could cause physical or psychological harm.

Examples of violent hazing include but are not limited to:

- Placing students in the shower against their will
- Forced or coerced alcohol or other drug consumption
- Forced or coerced sexual acts
- Beating
- Paddling, or other forms of assault
- Forced or coerced ingestion of vile substances
- Bondage
- Kidnapping
- Expected participation in illegal activity

The sanction of disciplinary suspension or disciplinary expulsion will be strongly considered for individuals or groups found responsible for hazing.

Massachusetts Hazing Law

In addition to the foregoing, students are advised that the following is the Massachusetts law on hazing:

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term “hazing” as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.” **M.G.L. c. 269 Section 17.**

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such a person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.” **M.G.L. c. 269 Section 18.**

Each institution of secondary education and each public and private institution of post-secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution’s compliance with this section’s requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution’s recognition or endorsement of said unaffiliated student groups, teams or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgement stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post-secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post-secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The board of higher education and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report. **M.G.L. c. 269 Section 19.**

Source:
Institute Policy
12.3: Use of
Institute Name.

For further information about hazing and hazing prevention efforts at MIT, visit MIT's hazing resources website – <http://hazefree.mit.edu> – or contact the Office of Student Conduct and Community Standards in W20-507 or 617-258-8423.

Please note there is a confidential form to report hazing available for public use.

- **II (16). Improper Use of Institute Name and Logo**

The Institute's name must not be used in ways that suggest or imply the endorsement of other organizations, their products, or their services. The use of the Institute's name, logo, seal, and photographs in the advertising and other promotional material and activities of outside organizations is prohibited when such use is likely to be understood as an endorsement, even if such an endorsement is not the intention of the person or organization seeking to use MIT's name. All proposals, therefore, for the use of MIT's name or other identification in advertising, sales literature and videos, and commercial publicity must be submitted to the [Technology Licensing Office](#).

- **II (17). Improper Use of Institute Property**

MIT prohibits improper use of Institute property or facilities, including offices, labs, residence halls, and other physical spaces, keys/key cards, computers, telephones, and other equipment or tangible property. Examples of improper uses include without limitation vandalism, damage, or destruction of items or physical spaces; entering into restricted or private areas without authorization; uses intended for personal financial gain; engaging in illegal activities; or using Institute property in a manner that violates other MIT policies.

- **II (18). Institute Expectations of Student Behavior and Integrity**

MIT is a community dedicated to scholarship and leadership. Student members of this community commit to reflect upon and uphold these principles in all academic and non-academic endeavors.

MIT expects that all students come to the Institute for a serious academic purpose and expects them to be responsible individuals who conduct themselves with high standards of honesty, fairness, respect, integrity, and accountability in both their academic and non-academic lives. Students are expected to uphold a high standard of civility and to demonstrate their respect for all members of this diverse community. These expectations are fundamental to the principle of independent learning and professional growth and to the maintenance of a healthy living and learning environment.

MIT's expectations of civility and accountability also extend to periods where students are under interim action related to the discipline process as imposed by the Committee on Discipline, Dean for Student Life, or designee. Accordingly, students are expected to comply with all terms defined within said action, including but not limited to no-contact orders, temporary or permanent removal of a student from MIT housing or relocation to another room or residence hall, restrictions on student organization or residence hall activities, restricting a student's access to certain campus locations, or changes to academic or work schedules.

MIT expects that students will comply with any and all policies related to special Institute events; these events include, but are not limited to: Orientation, Campus Preview Weekend, and Commencement.

This expectation also extends to emergency or interim policies established by Institute officials to respond to crises or other circumstances that significantly impact the Institute community. These policies may include directives that modify expectations of student behavior, as well as how students interact with other community members in academic and non-academic settings.

● II (19). MIT ID Card

Students are prohibited from giving their MIT ID card to anyone else. This includes both physical ID cards as well as access to a Mobile ID or Mobile ID data in any form.

MIT ID cards are required to gain access to all MIT residence halls. MIT ID cards are also used to access house dining halls, can be used for Dining Dollars and TECHCash, and in some cases serve as a student's subway and bus pass.

Students who lose their MIT ID card, or have it stolen, should follow the procedures for card deactivation and obtaining a replacement, which can be found at <https://idcard.mit.edu/>.

● II (20). Non-Retaliation and Whistleblower Policy

MIT prohibits any member of the community from retaliating against any person who, in good faith, raises concerns about a possible violation of MIT policy or other wrongdoing, or participates in any Institute complaint resolution process. This non-retaliation policy applies to those who report an incident, file a complaint, or otherwise raise a concern about a policy violation or other wrongdoing; these individuals are sometimes called whistleblowers. The non-retaliation policy also protects those who review or investigate a complaint or concern, serve as a witness or provide background about the complaint or concern, or who make decisions or recommendations about sanctions in any of the Institute's complaint resolution procedures.

Retaliation is any adverse action, harassment, threats, or other conduct that would discourage a reasonable person from making a report or participating in a complaint review process. Examples of possible retaliation include, but are not limited to:

- Adverse employment action (e.g., termination, demotion, reduction in pay, adverse change in schedule or work location, or exclusion from work-related opportunities, conferences, or other activities)
- Adverse action related to an Institute educational program (e.g., adverse change to grades, class schedule, or research opportunities or funding)
- Stalking, harassment, intimidation, threats, or engaging in physical violence
- Adverse social actions such as exclusion or removal from a group or committee, or publishing personally identifiable information about an individual, including on websites or social media sites
- Adverse action related to research or scholarship (e.g., removing from research grant, reducing access to research funds, removing authorship from paper, rejecting a paper during refereeing, recommending to peers or students to not cite their work)
- Encouraging or asking a third party to engage in retaliatory conduct

Note that interim measures taken by MIT to address a complaint, such as separating the parties, are generally not retaliation.

Retaliation may occur even where there is no finding of a policy or other violation.

Complaints of retaliation are addressed through MIT's complaint resolution processes, depending on the nature of the retaliation (e.g., a grade dispute). Where a formal investigation of a complaint of retaliation is done and no specific internal process exists, the investigation process steps in [Section 9.8.4.2](#) are usually followed. A finding of retaliation may lead to disciplinary action, up to and including termination of employment, suspension or expulsion from the Institute, or severing any other relationship with MIT.

MIT encourages reporting to the Committee on Discipline for student misconduct and acts of retaliation. For situations where a student may be facing retaliation in the lab or workspace by an employee of the Institute, MIT encourages open reporting to a supervisor or to one of the offices listed in this [Reporting Options](#) page. Individuals who prefer to report anonymously may do so through the Campus-based hotline or the Lincoln Laboratory hotline.

● **II (21). Off-Campus Misconduct**

Off-campus misconduct may be a basis for MIT disciplinary action if the Institute considers that such alleged misconduct may have violated Institute policy and expectations of civility, integrity, and respect. The Institute will determine, on a case-by-case basis, if it is appropriate to address a complaint of this kind.

● **II (22). Property Damage and Destruction**

Malicious or unauthorized conduct that attempts to, actually does, or is reasonably likely to damage, deface, or destroy Institute property or property belonging to another is prohibited.

● **II (23). Theft**

MIT prohibits any person from taking and/or stealing property of another with the intent to benefit themselves or a person other than the owner or to deprive the owner of their property. Knowingly being in possession of stolen property is prohibited.



- **II (24). Threats, Intimidation, Coercion**

MIT prohibits threats, intimidation, coercion, and other conduct that can be reasonably, objectively construed to threaten or endanger the mental or physical health or safety of any person.

- **II (25). Unauthorized Access**

MIT prohibits students from being present in any Institute area or property or in any area of Institute-approved housing that is posted to prohibit unauthorized access, that is locked to prohibit unauthorized access, or that a reasonable individual knows or should know is considered a private and/or unauthorized area.

Examples of unauthorized access include, but are not limited to, unapproved rooftops, the domes of Building 10 and 7, steam tunnels, closed construction sites, and HVAC ducts. Scaling or climbing the exterior of buildings is also not permitted. Further examples include, but are not limited to, locked offices, labs, residence halls, or residence hall rooms that you do not have permission to enter.

- **II (26). Weapons and Dangerous Objects**

MIT prohibits in any building, space, or grounds used for Institute purposes, including in any residence hall or FSILG, or in any motor vehicle on property or vehicles used for Institute purposes, all weapons and other objects that can be used to cause physical harm, that can be used to threaten physical harm, or that, by their appearance, could reasonably be perceived as weapons or objects that could be used to cause physical harm (e.g., replica firearms). Illustrative examples of prohibited objects include, but are not limited to, shotguns, rifles, pistols, revolvers, and other firearms (including ammunition therefor); hunting knives, switchblades, swords, and other dangerous blades; air rifles/pistols, air-soft rifles/pistols, and b.b. guns (including ammunition therefor); bows, crossbows, and arrows; tasers; martial arts-type weapons; mace or pepper spray; and explosive or flammable materials (including recreational fireworks). Questions concerning whether a particular object is covered by this policy may be submitted to the Chief of the MIT Police or their designee, whose determination shall be final. This policy does not apply to the MIT Police or other law enforcement agencies. Exceptions to this policy may be allowed for organized athletic events, physical education classes, sanctioned activities of recognized student clubs, dramatic performances, and

other legitimate uses in furtherance of the educational mission of the Institute. Approval of such uses must be obtained in advance from the Institute official supervising the organization or sponsoring the activity, who shall consult with the Chief of the MIT Police or their designee.



be you with us

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POLICIES REGARDING RESIDENCE HALLS AND APARTMENTS

As a member of the MIT community, we expect you to respect the rights and property of fellow residents and help minimize wear and tear on the facilities and furnishings. All students who live in on-campus housing are required to read and be familiar with the Housing and Residential Services policies. These policies are in addition to Institute-wide policies covered in the Mind and Hand Book, and are available online at <http://studentlife.mit.edu/housing/housing-policies>.

Some issues involving misconduct in your residence will be resolved through systems of residence staff or the Committee on Discipline. Serious infractions of MIT policies and procedures, however, may result in sanctions or even suspension from MIT housing at the discretion of the Dean for Student Life or the Committee on Discipline.

● III (1). Residence Hall Murals

For information regarding MIT's policy on Murals in the Residence Halls, refer to <http://studentlife.mit.edu/housing/housing-policies/murals>

● III (2). Smoking in the Residence Halls

For information regarding MIT's policy on Smoking in Residence Halls, refer to <http://studentlife.mit.edu/housing/housing-policies/smoking>

● III (3). Events in the Residence Halls

All events and parties within residence halls and FSILGs must follow event planning protocols and be registered with the appropriate campus office.

Information on residence hall events can be found at:

https://studentlife.mit.edu/residence_hall_atlas_event_registration

Information on FSILGs can be found at:

<https://studentlife.mit.edu/fsilg/fsilg-office-policies>



- **III (4). Security in the Residence Halls**

All students who are members of MIT's residence hall communities are expected to be aware of housing security policies, both at the Institute level and within their individual residence halls. These include, but are not limited to, MIT's policies on guests in the residence halls, residence hall keys, and MIT ID Cards. Students should connect with their house teams if they have questions about the security policies in their individual residence halls.



POLICIES REGARDING FRATERNITIES, SORORITIES, AND INDEPENDENT LIVING GROUPS

Students who reside in or are members of a fraternity, sorority, or independent living group (FSILG) should be aware of policies that pertain specifically to them. Recognized groups must comply with (1) all federal, state, and local laws and regulations; (2) all applicable MIT policies, including without limitation those set forth in MIT Policies and Procedures (<https://policies.mit.edu/policies-procedures>), the Mind and Hand Book (<http://handbook.mit.edu>), and the Residential Life and Dining Policies (http://housing.mit.edu/about/residential_housing_and_dining_policies); (3) all rules and regulations of the relevant FSILG governing council and national or international organization; and (4) for residential facilities, all requirements of the city or town in which the facility is located, all of which are subject to change without notice.

The FSILG Office has policies that apply to organizations as well as individual members. These policies, including MIT's FSILG Relationship Statement and Recognition Policy and MIT's Event Registration Policies and Protocols for Fraternities, Sororities, and Independent Living Groups are in addition to Institute-wide policies covered in the Mind and Hand Book and can be found online at: <https://studentlife.mit.edu/fsilg>.

Violations of Institute policies or regulations by a MIT FSILG or their members may lead to disciplinary proceedings by the Committee on Discipline, the respective governing council for the FSILG, or both, and shall follow the options and general procedures outlined by the Committee on Discipline and the Office of Student Conduct and Community Standards at MIT.

● IV (1). Approved Institute Housing

As approved Institute FSILG Housing, all FSILGs are expected to provide their members and residents an environment that fosters academic achievement and moral and social development.

1. Non-MIT students (those not registered as an MIT undergraduate or graduate student) are prohibited from residing in the fraternity, sorority, or independent living group house during the academic year.

IV

2. First-year students are required to live in an on-campus Institute residence hall or to obtain permission to live in a private off-campus residence as approved by MIT. First-year students are prohibited from residing in any FSILG.
3. Students on required withdrawal or medical leave are not permitted to reside in an FSILG during the academic year. Additional restrictions regarding summer residency may also be determined for potential readmission to the Institute.
4. Each FSILG is required to have a live-in Graduate Resident Advisor for the entire academic year.
5. FSILGs shall ensure that their facilities meet or exceed all Institute safety and health requirements as well as all applicable city and state health, safety, and building codes and shall cooperate with the Institute in any health or safety related inspections or surveys. FSILGs with housing facilities shall maintain a current Lodging House and/or Dormitory license as required by their respective municipality and Mass. General Laws, Chapter 140. Copies of all inspection-related documentation must be kept with the AILG/FCI and accessible by the FSILG Office.
6. FSILG facilities/properties located in the City of Cambridge may not host any event associated with gambling or games of chance without express permission from the Cambridge Licensing Board and purchase of applicable licenses.
7. Proper procedures for hosting events of any kind at an FSILG facility must be fully implemented as outlined by applicable FSILG Office, Institute-wide, and governing council and/or Inter/National policies.

Loss of approved Institute FSILG Housing status may result in suspension of privileges, up to and including loss of housing, and loss of their lodging/dormitory license. FSILGs that lose housing privileges are not guaranteed on-campus housing for members.

Failure to comply with the above could lead to possible action, restriction of privileges, and jeopardize Good Standing and Institute Recognition.

● IV (2). Judicial Procedures

Under the advisement of the Fraternities, Sororities, and Independent Living Groups Office and the Office of Student Conduct and Community Standards, the Chair for the Committee on Discipline, where appropriate, has delegated a portion

of the responsibility for discipline and accountability within the FSILG community to a hearing board made up of peers from the FSILG community. Each governing council shall have written policies for Judicial Committee or Standards Board policies and procedures.

Details related to each Council's policies and procedures are maintained by those entities and can be located online at:

- MIT Interfraternity Council (<http://www.mitifc.com/>)
- MIT Panhellenic Association (<http://panhel.mit.edu/>)
- MIT Living Group Council (<http://lgc.mit.edu/>)
- MIT Multicultural Greek Council (website under development)

● IV (3). Interim Action

At times, it is necessary for the Institute to take immediate action in order to protect the health, safety, wellbeing, or educational or working experience of students, employees, or the broader MIT community; to maintain academic integrity; to uphold Institute values; to end ongoing or prevent further misconduct; to separate individuals involved in a case; or for other similar reasons. To that end, the Institute reserves the right to take any interim or permanent administrative action that it deems necessary and appropriate under the particular circumstances.

Possible measures include without limitation interim suspension of a student organization, restrictions on student organization or living group activities, loss of Approved Institute Housing, no-contact orders, or bans from certain activities.

In addition, regardless whether a complaint is brought before the COD, the IDHR office is authorized to take immediate actions that it determines are necessary and appropriate to respond to concerns related to sexual misconduct (including harassment), intimate partner violence stalking, or other forms of gender-based discrimination.

In all cases, interim measures are taken without prejudice to any other sanctions or remedies being imposed as part of subsequent COD proceedings.

Further, the Associate Dean for FSILGs or designee, in consultation with the respective governing council President, may impose an interim action that may include restrictions on an FSILG. These restrictions may be imposed prior to a council hearing and during non-academic terms such as holidays, IAP, and

summer break periods. Such action may be taken when the alleged violation is deemed to be egregious and/or involve unsafe behavior.

Events where MIT's Event Registration Policies and Protocols for Fraternities, Sororities, and Independent Living Groups and MIT's Atlas Registration agreements, expectations, or risk management plans are not followed may result in alteration, cancellation, or banning of future events by the Division of Student Life. In some circumstances, a complaint may be submitted to the Committee on Discipline for further review.

Failure to meet housing, health, and safety requirements, and/or submit appropriate licenses, certificates, and documentation shall result in an Interim Action that may include, but are not limited to, loss of Approved Institute Housing, social host privileges, chapter group restrictions, or may result in possible legal action by the host city.

Chapters that default on MIT IRDF loans and/or grants are subject to loss of Good Standing, Approved Institute Housing, and/or Institute Recognition.



OTHER SELECTED INSTITUTE POLICIES

In addition to the policies contained in the *Mind and Hand Book*, there are additional policies that all MIT students must be aware of. MIT students are required to follow all published Institute policies, including those cited in this book, those posted online, and those promulgated officially by the Institute in other ways.

● V (1). Common Policies to Note

The following MIT policies have been assembled in this section of the *Mind and Hand Book* to provide useful reference. This is not intended to be a complete list, but rather a compilation of some frequently referenced policies.

- MIT Bulletin (<http://catalog.mit.edu/>)
 - MIT Policies and Procedures: A Guide for Faculty and Staff (<https://policies.mit.edu/policies-procedures>)
 - MIT Academic Integrity Handbook (<http://integrity.mit.edu>)
 - Athena Rules of Use (<http://ist.mit.edu/athena/olh/rules>)
 - MITnet Rules of Use (<http://ist.mit.edu/network/rules>)
 - Housing and Dining Policies (http://housing.mit.edu/about/residential_housing_and_dining_policies)
 - Event Planning Guide published by the Campus Activities Complex and the Student Activities Office (<http://web.mit.edu/eventguide/index.html>)
 - Parking Rules (<http://web.mit.edu/facilities/transportation/parking/regulations.html>)
 - HR Complaint Process and Resolution (<https://hr.mit.edu/complaint>)
 - Privacy of student records (<http://web.mit.edu/registrar/general/csip/students/index.html>)
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● V (2). Bicycling and Wheeled Transportation on Campus

There are indoor or covered bicycle parking areas located in the breezeway under Buildings 39, 3 and 13, and in most residence halls. The area in Building 13 has a card-key system. You can purchase a card-key at MIT Parking and Transportation in W20-022.

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There is a fine for bicycles secured to handrails and an additional fine if your bicycle is removed from a handrail. MIT is not responsible for any damage to your bike or lock for such removal. Do not park your bike on a wheel chair ramp, including ramps in front of the Student Center.

Wheeled Violations

Bicycles found illegally parked or attached to stairway handrails will be removed by the MIT Parking and Transportation Department. In order to obtain the release of your bike, you will have to go to MIT Parking and Transportation (40 Ames Street, E17-106) and pay a fine. MIT is not responsible for damage to your bike or lock.

In Institute buildings or parking structures, it is prohibited to operate bicycles, in-line skates, skateboards, or any other form of wheeled personal transportation except for medical devices such as wheelchairs and scooters. A fine will be imposed.

Bicycle Registration

Bicycles should be registered with MIT Parking and Transportation via online form, which is available at http://web.mit.edu/facilities/transportation/bicycle_reg.html.

Registration provides you with a registration decal and qualifies you for most bike lock registration requirements. The service is free. If you are a Cambridge resident, register with the Cambridge Police. Registering your bicycle will help in the recovery of your bike if it is stolen. Be sure to record your bicycle's serial number since that is the only way to positively identify it. Bicycles should be locked with a durable "U" lock. Bicycles locked with a cable or chain are very susceptible to theft — bicycle larceny on campus is a frequent occurrence.

● V (3). Statement on Drug-free Campus and Workplace Policies

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989 and the Drug Free Workplace Act of 1988, MIT has a comprehensive program to prevent the use of illegal drugs and the abuse of alcohol. MIT reviews its program biennially to determine its effectiveness, implement any necessary changes, and ensure that the required disciplinary sanctions are consistently enforced. Please refer to dfsc.mit.edu for information on standards of conduct, legal sanctions, health risks, resources and programs offered by MIT, and disciplinary sanctions for policy violations."

● **V (4). Emergency Contacts, Missing Person, Missing Student Notification Policy**

A. Emergency Contact Information

Students should provide their emergency contact information to the Institute. Students should annually review and, if necessary, edit their emergency contact information, as well as term and home address, within WebSIS.

Anyone with a Kerberos ID and cell phone registered with Duo is automatically added to the MIT Alert system, which is used to send advisories and critical notifications associated with COVID-19. Students are encouraged to also update their preferred email and phone number in the MIT Alert system to ensure notifications are also sent to that email and phone number.

B. Missing Person Procedure

If you can't find someone and are worried that person is missing, immediately contact the MIT Police at 617.253.1212. Be prepared to supply information on the missing person. Please also notify your Head of House or the Dean on Call, who will work with the Police to notify the missing person's family when appropriate.

C. Missing Student Notification Policy

MIT has adopted this missing student notification policy for students who reside in on-campus housing, including approved FSILG housing. In accordance with this policy, each student who resides in on-campus housing has the option to identify an individual to be contacted by MIT after such student is determined to be missing in accordance with procedures that have been established by the office of the Dean for Student Life in consultation with the MIT Police.

Students can identify an individual to be notified by providing Missing Person Emergency Contact information to the Registrar's Office through WebSIS, which is available online at <http://student.mit.edu/cgi-docs/student.html>. Students who have not already provided Missing Person Emergency Contact information – including those students who live off campus – are strongly encouraged to do so as soon as possible. Except as otherwise permitted or required by law, Missing Person Emergency Contact information will be kept confidential, will be accessible only to authorized campus officials, and will not be disclosed to non-campus officials other than law enforcement personnel in furtherance of a missing person investigation.

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Section 488(j)
of the Higher
Education
Opportunity Act.

In addition to notifying the emergency contact(s) identified by a student, MIT must also notify a custodial parent or guardian of a student who is under 18 years of age and is not an emancipated individual if such student is determined to be missing. MIT is also required to notify the appropriate law enforcement agency (or agencies) if any student, regardless of age, is determined to be missing. MIT reserves the right to notify additional individuals or authorities in its discretion – including the parents or guardians of students over 18 years of age – if a student is determined to be missing.

● V (5). Protection of Personal Privacy

Source:
Institute Policy
I.I.I: Protection
of Personal
Privacy.

MIT is committed to protecting the personal privacy of members of the MIT community. The mutual trust and freedom of thought and expression essential to a university rest on a confidence that privacy will be respected. While the organizations collecting and having custody of personal information are immediately responsible for its protection, the ultimate protection comes from a community-wide awareness of the importance of personal privacy in our society and the many ways it can be eroded.

● V (6). Student Leave Policies

There are many reasons why a student might want or need to take time away from MIT. These may include personal or medical issues interfering with their academics; opportunities for professional experience, such as an internship; family or community commitments; or the desire to just take a break. For more information on student leave policies, visit <https://studentlife.mit.edu/s3/leaves>.

Misconduct by a student on leave that is brought to MIT's attention may be a basis for MIT disciplinary action, including temporary or permanent denial of a request to return from leave or referral to the Committee on Discipline. See COD Rules at cod.mit.edu for further details.

A. Undergraduate Medical Leave Policy

For information on the undergraduate medical leave policy, visit <https://studentlife.mit.edu/s3/requesting-leave/requesting-medical-leave/medical-leave-and-return-policy>.

B. Graduate Medical Leave Policy

For information on the graduate medical leave policy, visit <https://odge.mit.edu/gpp/registration/changes/medical-leave-policy/>.



REGULAR CLASSES TO IMPROVE SMARTPHONE NAVIGATION

COMPLAINT, REPORTING, AND DISCIPLINARY PROCEDURES

Complaints or incident reports that allege MIT students or student organizations have violated Institute policy should be directed to the Office of Student Conduct and Community Standards (OSCCS), Room W20-507, osccs@mit.edu, 617-258-8423. If you are considering submitting a report or making a complaint against a student, we encourage you to meet with staff in the Office of Student Conduct and Community Standards to raise your concerns. Additionally, interpersonal difficulties with other students can be resolved by discussing the issue with your residential house team, department head, other appropriate venues or groups, including the Office of Student Conduct and Community Standards. Students may also bring concerns to the attention of an Ombudsperson.

It is the Institute's policy that individuals will not be retaliated against for initiating an inquiry or complaint in good faith.

Anyone—including individual students, faculty members, and employees of the Institute—may bring a complaint against a student to the Committee on Discipline (COD). The COD reviews cases of academic offenses, violations of Institute regulations and standards, and other infractions alleged to have been committed by students.

A complaint against a student must be submitted to OSCCS. The charge and its documentation are transmitted to the chair of the COD. After a review of the documentation, the chair will decide the appropriate method of resolution. The COD has the authority to impose any sanction it deems appropriate. Possible sanctions include placing a warning letter in a student's disciplinary file, probation, suspension, and expulsion. Sanctions may also include educational and/or restorative components meant to address the wrongdoing and serve the larger community. Detailed procedures for resolving complaints alleging that a student has violated MIT policies are available from the COD Rules online and in print from the Office of Student Conduct and Community Standards.

Discrimination & Discriminatory Harassment

Students should submit complaints about any MIT community member who has engaged in behaviors covered by the Title IX of the Higher Education Act of 1972 with regard to grievances arising out of alleged discrimination on the basis of sex, and for disabled students alleging failure to comply with Sections 503 and 504 of

the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Americans with Disabilities Amendments Act (ADAAA) of 2008 to the MIT Institute Discrimination and Harassment Response Office. A description of the complaint procedures for persons employed at MIT is included in Institute Policy 9.8: Complaint Resolution (Policies and Procedures) and on IDHR's website.

Procedures for about reporting Discrimination and Discriminatory Harassment, including sexual misconduct, intimate partner violence, and stalking, is available on the IDHR website, <https://idhr.mit.edu>. Information about the complaint resolution process is available on the IDHR website, <https://idhr.mit.edu>.



RESOURCES

MIT has a wealth of resources for students. Students are encouraged to refer to the Student Resources for Living and Learning at MIT website (<http://resources.mit.edu>) for more information on offices, services, and tools they can use.

Important Numbers and Contacts

MIT Police

Emergency: 100 from campus phone or 617-253-1212 from mobile phone

Non-Emergency: 617-253-2996

Cambridge Police

Emergency: 911

Non-Emergency: 617-349-3300

Boston Police

Emergency: 911

Non-Emergency District D4: 617-343-4250

MIT Medical: 617-253-4881

Student Mental Health and Counseling Services: 617-253-2916

Dean on Call (Calls routed by MIT Police): 617-253-1212

Safe Ride: 617-253-2997

Office of Student Conduct and Community Standards: 617-258-8423

Ombuds Office: 617-253-5921

Undergraduate and Graduate Residential Life: 617-253-2404

Fraternities, Sororities, and Independent Living Groups: 617-253-2404

Student Support Services: 617-253-4861

Violence Prevention & Response Hotline: 617-253-2300