

Code of Conduct

Last edited: August 2022

The following facilities, PIs, and their websites are thanked and acknowledged. Their materials supported the development and design of this resource.

Argonne National Lab - <https://www.anl.gov/cnm/cnm-code-of-conduct>

Dr. Jack Gilbert - <http://gilbertlab.ucsd.edu/our-team/code-of-conduct/>

Dr Kirstie Whitaker - https://github.com/WhitakerLab/Onboarding/blob/master/CODE_OF_CONDUCT.md

Dr. Kristina Horback - <https://horback.faculty.ucdavis.edu/abc-lab-code-of-conduct/>

Dr. Margaret Sheridan - <https://circlelab.unc.edu/resources-for-current-lab-members/code-of-conduct/>

Dr. Michael Cherry - <https://cherrylab.stanford.edu/code-conduct>

“Be the Person You Needed When You Were [Younger]”

[Ayesha Siddiqi](#)

RESPECT	INTEGRITY	TEAMWORK
In this group, we will embrace and value the perspectives, contributions, time commitments, and achievements of others. In this professional environment, we will act professionally towards all group members and visitors.	In this group, we will be honest, ethical, responsible, and reliable. We will honor all of our commitments within an environment of mutual trust. We will take responsibility for all of our actions and their outcomes.	In this group, we are committed to including and inspiring others to be the best versions of themselves. We will share and communicate openly and support each other in any, and all, ways we can.

“Lift as you climb”

Mary Church Terrell

It is the expectation that this Code of Conduct be honored by all individuals who participate in this research group.

In our research group every individual has the right to learn, engage, collaborate, and work in an environment which is safe from, and free of, harassment and bullying.

Discrimination on the basis of (listed here in alphabetical order): accent, age, body size, color, citizenship status, culture, educational level, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, language, national origin, physical ability, political views, race, religion, sex, sexual orientation, social and economic class, or veteran status, is illegal and unacceptable. Every individual is expected to commit to creating a supportive environment for others (and themselves). As a research group, we agree to foster an inclusive, positive, and professional environment free of exclusion, harassment, and bullying.

As members of this research group, we will:

- 1. Be welcoming.** We are committed to being a community that welcomes and supports people of all backgrounds and identities. We respect, value, and celebrate the unique attributes, characteristics and perspectives that make each person who they are. Recognizing and drawing on our differences makes us stronger as individuals, and as a research group.
- 2. Be collaborative and communicative.** Our work is often utilized by others within the research group, as well as external colleagues who contribute to our efforts. In turn, we also often depend on the work of others. Our approaches and actions will impact our mentees, mentors, and colleagues. We should always therefore always recognize potential outcomes when making decisions and take responsibility for these actions. We actively seek out and engage with students, staff, and faculty in external research groups in a transparent way such that we can establish meaningful collaborations.
- 3. Be understanding.** We are patient and respectful when working with other research group members, as well as with people outside of our group. While our strengths come from the diversity we bring, different perspectives have the potential to lead to disagreements, both social and technical. We are aware that the impact of our words and actions may not always match our intent (see also, #4 below). We may all experience some frustration from time to time. A team where people feel uncomfortable or threatened is neither a welcoming environment nor a productive one. No one individual in our group is “above” anyone else and at any given time, no one individual will know the full extent of what someone else may be experiencing in their professional and/or personal lives. Commentary by group members which acts to imply, or outrightly state, that another group member “must have it easy”, or “doesn’t have to work as hard as me”, or “must have so much free time compared to what I have to do” is unacceptable. Language associated with (micro)aggressions such as these is harmful, demoralizing, disheartening, insulting, and discouraging. **It will not be tolerated** and has **no place** in this research group. We are here to support each other as colleagues and collaborators, not compete against one another. Current peers and colleagues have the potential to be peers and colleagues for the rest of our careers.

More information on microaggressions can be found in the link below

<https://www.miamioh.edu/cec/about/our-commitment-to-diversity-equity-and-inclusion/microaggressions-guidance/index.html>

- 4. Be careful with the words that we choose.** We value professionalism in all interactions, and take responsibility for our own speech. We are kind to others. We do not insult or put down others. To be explicit, words and actions that are public (for example, on social media) may still be seen by, or influence, your coworkers. Please be thoughtful and conscientious in your public life as well as your work life. Harassment and other exclusionary behavior are not acceptable. This includes, but is not limited to (see also #3 above):

- Violent threats or language directed against another person.
- Sexist, racist, homophobic, transphobic, ableist, or otherwise discriminatory jokes and language.
- Posting sexually explicit or violent material.
- Posting (or threatening to post) other people's personally identifying information ("doxing").
- Sharing private personal content, such as emails or conversations sent privately or non-publicly.
- Personal insults, especially those using racist or sexist terms.
- Unwelcome sexual attention.
- Excessive or unnecessary profanity.
- Repeated harassment of others.
- Advocating for, encouraging, and/or contributing to any of the above behavior.

If you have knowledge of someone violating this Code of Conduct, we ask that you immediately report it to Dr. Claire McLeod. All communication will be treated as confidential except in situations where Miami University policy requires mandatory reporting. In these cases, information will be shared only with those university officials who have a need to know the information to assist in the response to, investigation of, and resolution of a complaint.

If you do not feel comfortable reporting to Dr. Claire McLeod, please report to a trusted mentor, advisor, or faculty member. Within our department, Dr. Mark Krekeler (krekelp@miamioh.edu, 228 Shideler Hall, 513-785-3105) and Dr. Maija Sipola (sipolame@miamioh.edu, 115 Shideler Hall, 513-529-3230) have both agreed to serve in this role.

If you do not feel comfortable reporting to either Drs. Krekeler or Sipola, please also consider contacting our departmental Graduate Director Dr. Jason Rech (rechja@miamioh.edu, 111 Shideler Hall, 513-529-1935), or our departmental Chair, Dr. Liz Widom (widome@miamioh.edu

If you wish to report to someone outside of the department (and college), please contact the Miami University's Office of Equity and Equal Opportunity. A summary of reporting protocols can be found at the link below

https://miamioh.edu/diversity-inclusion/oeeo/reporting-harassment-and-discrimination/index.html?_ga=2.43517285.1126396766.1659038929-1523020579.1640295549

Alternatively, you can contact the Miami University Graduate School's Student Rights and Responsibilities Committee (more information coming soon). For transparency, Dr. Claire McLeod serves as the Miami Faculty Representative on this committee and would not be involved in any presentation or discussion of a report from this group.

Both the Office of Community Standards and the Graduate Student Rights and Responsibilities Committee will aim to work with you by listening and identifying policies and resources,

If you or someone you know is experiencing sexual assault or harrassment, please contact the Title IX office through the Office of Equity and Equal Opportunity (OEEO)

<https://miamioh.edu/diversity-inclusion/oeeo/title-ix/index.html>

Our Title XI coordinator is Kenya D. Ash ashkd@miamioh.edu (513-529-7157).

Our Deputy Title IX Coordinator for Student Sexual and Interpersonal Violence (Oxford campus) is Allison Kumar titleix@miamioh.edu (513-529-1878).

Our Deputy Title IX Coordinator for Student Sexual and Interpersonal Violence (Regional campus) is Dr. Bennyce Hamilton who also serves as the Regional Director of Diversity, Equity & Inclusion Initiatives hamiltbe@miamioh.edu (513-785-3024).