## Version 1.0 of the BioQUEST / QUBES Summer 2019 Workshop Code of Conduct

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### What does it mean for this to be a living document?

This Code of Conduct is a living document. We value your insights, feedback and comments. Please leave comments and suggested edits in this google document version of the code of conduct. We will revisit these comments and suggestions as we near the dates of the summer meeting and update the code of conduct to reflect the discussion.

### BioQUEST and QUBES Summer Workshop

BioQUEST has been providing professional development, resources and community for biology educators since 1988. With the 3P’s educational philosophy of “problem posing, problem solving, and peer persuasion” BioQUEST has been a core component of many national education projects. Many of the leaders of the QUBES project come from the BioQUEST community, and BioQUEST serves as the national base for the collaborative QUBES project. The Summer Workshop serves the BioQUEST and QUBES communities, as well as other related projects.

### Diversity and Inclusivity

The Summer Workshop is designed to bring together a community of educators dedicated to implementing evidence based pedagogies and excellent resources to improve student success in science. The Summer Workshop provides a unique opportunity to interact with faculty from different disciplines and institutional types, as well as different personal backgrounds. This diversity is a source of strength for the community, providing many different viewpoints and allowing participants to grow in new directions.

However, it is important to acknowledge that the practice of inclusivity can be challenging. It is not always easy to hear others voicing ideas that make one uncomfortable, or to have the courage to address those issues in productive conversation. We encourage all participants in the workshop to start from the knowledge that everyone present is committed to the laudable and challenging goal of supporting student success. With that in mind, we ask everyone to proceed from the assumption that if you are offended or made uncomfortable this was done without malice, and that engaging someone who has offended you in a respectful conversation about why you are offended is the best way to lead to growth in the community. Conversely, when drawn into conversations about why something is offensive, it is important to listen actively and consider carefully what is being said. These are teachable moments that we will all experience in the classroom, and although it is uncomfortable, as a group we need to work to make it safe to take the risk of being vulnerable and have these conversations so that we can grow and become better educators. (For more on this topic, see “Brave Spaces” in the collections.)

### Expected Behavior

We expect all participants to comply with the following list of acceptable and unacceptable behaviors at the Summer Workshop (this list was borrowed from the [ESA’s Code of Conduct](https://www.esa.org/esa/code-of-conduct-for-esa-events/)):

Expected Behavior

* Treat all participants with kindness, respect and consideration, valuing a diversity of views and opinions (including those you may not share).
* Communicate openly, with respect for other participants, critiquing ideas rather than individuals.
* Refrain from demeaning, discriminatory, or harassing behavior and speech directed toward other participants.
* Be mindful of your surroundings and of your fellow participants. Alert conference staff if you notice a dangerous situation or someone in distress.
* Respect the rules and policies of the meeting venue, hotels, BioQUEST-contracted facility, or any other venue.

Unacceptable Behavior

* Harassment, intimidation, or discrimination in any form. Harassment includes speech or behavior that is not welcome or is personally offensive. Behavior that is acceptable to one person may not be acceptable to another, so use discretion to be certain respect is communicated. Harassment intended in a joking manner still constitutes unacceptable behavior.
* Examples of unacceptable behavior include, but are not limited to:
  + Physical or verbal abuse of any participant
  + Unwelcome or offensive verbal comments or exclusionary behavior related to age, appearance or body size, employment or military status, ethnicity, gender identity and expression, individual lifestyle, marital status, national origin, physical or cognitive ability, political affiliation, sexual orientation, race, or religion
  + Inappropriate physical contact
  + Unwanted sexual attention
  + Use of sexual or discriminatory images in public spaces or in presentations
  + Deliberate intimidation, stalking, or following
  + Harassing photography or recording, including taking photographs or recording of another individual’s oral presentation or poster without the explicit permission of that individual and of BioQUEST or QUBES
  + Sustained disruption of talks or other events
  + Bullying behavior
  + Retaliation for reporting unacceptable behavior

### Reporting Incidents

If you are uncomfortable with something that has happened to you, or that you have witnessed happening to another person, please report the incident to one of the conference organizers.

* Kristin Jenkins ([kristin.jenkins@bioquest.org](mailto:kristin.jenkins@bioquest.org))
* Drew LaMar ([mdlama@wm.edu](mailto:mdlama@wm.edu))
* Hayley Orndorf ([hco1@pitt.edu](mailto:hco1@pitt.edu))

### Data Protection Policy

We ask for demographic information to allow us to evaluate how well we are reaching the broad community of faculty, and for reporting purposes to our funders. This information is aggregated and stripped of identifiers before being used in reports or papers. The agreement to this policy is included in the application.