

# Life in Academia – Code of Conduct

Life in Academia are committed to providing a welcoming and inclusive experience for all attendees, presenters and organisers.

## Technicalities

**Mute** your audio when you are not speaking.

**Minimize distractions** by disabling your camera if you have a busy background.

Be considerate, courteous, and friendly.

Feel free to be **explicit** and **animated** about **non-verbal** communication. Nodding; thumbs up; hand-raising.

Please have a look at <https://explore.zoom.us/en/accessibility/> for **accessibility** options.

## Expected Behaviour

We expect all participants to:

- Exercise consideration and respect in your speech and actions;
- Refrain from demeaning, discriminatory, or harassing behaviour and speech;
- Be mindful of your surroundings and of your fellow participants;
- Alert Life in Academia members if you notice a dangerous situation, someone in distress, or violations of this policy, even if they seem inconsequential.
- Do not disrupt the virtual meeting (e.g., “zoom-bombing”) or engage in harm or threats of harm of any kind. Do not create/contribute to a safety threat or unsafe or exclusionary situation.
- Do not make audio or visual recordings of the Virtual Meeting in any medium—and do not distribute audio or visual recordings of the Virtual Meeting (via social media or any other means). Only Life in Academia members may do so, after warning participants to give them an opportunity to opt out.
- Do not take or distribute pictures of or copy research posters/presentation materials unless explicit permission is granted.
- Participants violating these rules may be expelled from the event at the discretion of Life in Academia. Participants asked to stop any harassing behaviour are expected to comply immediately.

## Unacceptable Behaviour

The following are unacceptable at any Life in Academia activity:

- **Abuse:** Any action directed at an individual that (a) interferes substantially with that person’s participation; or (b) causes that person to fear for his/her personal safety. This includes threats, intimidation, bullying, stalking, or other types of abuse.
- **Discriminatory Harassment:** Any conduct that discriminates or denigrates an individual on the basis of race, ethnicity, religion, citizenship, nationality, age, sexual or gender identity, disability, or any other characteristic.

- **Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, or other verbal/physical conduct of a sexual nature. Examples include (but are not limited to):
  - unwelcome advances or propositions, particularly when one individual has authority over the other;
  - degrading or humiliating comments about an individual's appearance;
  - using an activity-related communication channel to display or distribute sexually explicit images or messages;

Further unacceptable behaviours include, but are not limited to:

- intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech or actions, at all related events and in one-on-one communications carried out in the context of Life in Academia activities;
- offensive, degrading or humiliating verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability, age, appearance, or other personal characteristics;
- unwelcome sexual advances, requests for sexual favours, or other unwelcome verbal/physical conduct of a sexual nature;
- inappropriate or gratuitous use of nudity, sexual images, or stereotyped images including using an activity-related communication channel to display or distribute sexually explicit or otherwise offensive or discriminatory images or messages;
- deliberate intimidation, stalking or following;
- harassing photography or recording;
- sustained disruption of talks or other events;
- real or implied threat of physical harm;
- real or implied threat of professional or financial damage or harm.

## Consequences of Unacceptable Behaviour

If a participant engages in prohibited behaviour, Life in Academia reserves the right to:

- remove an individual from any Life in Academia activity without warning;
- prohibit an individual from participating in future Life in Academia activities;

Appropriate sanctions also will be taken toward any individual who knowingly makes a false allegation of harassment.

## How to Report Unacceptable Behaviour

Any individual who experiences harassment (as described above) should follow the [University of Oldenburg Procedures for Reporting Unacceptable Behaviour](#) or the [ACM Procedures for Reporting Unacceptable Behavior](#).

This policy applies only to unacceptable behaviour at Life in Academia activities.

## Addressing Grievances

If you feel you have been falsely or unfairly accused of violating this policy against harassment you should notify any member of [Life in Academia](#), [University of Oldenburg conflict advice centre](#), or an ACM advocate via [advocate@acm.org](mailto:advocate@acm.org) with a concise description of your grievance. Your grievance will be thoroughly investigated and handled in accordance with our existing procedures.

## Warnings & Disclaimers

This Policy Against Harassment is not intended to limit open discussion of the merits of particular work or issues presented.

Life in Academia assumes no liability or responsibility for the actions of any member or other activity participant.

Life in Academia is not responsible for protecting the safety of members or participants in Life in Academia activities. Any individual who feels their safety is at risk due to harassment or for any other reason is encouraged to take appropriate steps to ensure personal safety.