

Adair Lab Code of Conduct

In the Adair Lab we work to create an inclusive and welcoming environment. We value the participation of every member of our community and want to ensure that every lab member and collaborator has a positive, educational experience unhindered by unnecessary challenges caused by non-inclusive behavior. Accordingly, everyone who participates in any Adair Lab project is expected to show respect and courtesy to other community members at all times.

Carol Adair, as head of the Adair Lab, and all lab members are dedicated to **a harassment and discrimination-free experience** for everyone. Discrimination or harassment based on racial or ethnic background, citizen status, gender, gender identity and expression, age, sexual orientation, ability, physical appearance, body size, race, or religion (or lack thereof) will not be tolerated. This is also in accordance with UVM's Discrimination and Harassment Policy ([https://www.uvm.edu/aaeo/policies and procedures](https://www.uvm.edu/aaeo/policies_and_procedures)).

We do not tolerate harassment or discrimination of lab members in any form. We are particularly motivated to support new and/or anxious collaborators, people who are looking to learn and develop their skills, and anyone who may have experienced discrimination in the past.

Expectations of the Adair Lab include:

- All communication - online and in person - should be appropriate for a professional audience including people of many different backgrounds. Sexual or discriminatory language and imagery is not appropriate at any time.
- Be kind to others. Do not insult or put down other contributors.
- Behave respectfully. Remember that harassment and sexist, racist, or exclusionary jokes are not appropriate.
- Please make an effort to create an inclusive environment for everyone. Give everyone a chance to talk and an opportunity to contribute.
- Utilize the correct pronouns for someone. If you do not know, simply ask. If you get it wrong, give a quick apology and get it right the next time. (<https://uvm.edu/lgbtrc/support/gender-pronouns/>)
- Watch out for microaggressions (<https://www.psychologytoday.com/blog/microaggressions-in-everyday-life/201011/microaggressions-more-just-race>). Be aware that your actions can be hurtful to others or contribute to a negative environment even if you had no intent of harm. Listen. Offer a genuine apology. Commit to learning and doing better.

Unacceptable behavior includes offensive verbal comments related to gender, gender identity and expression, age, sexual orientation, ability, physical appearance, body size, race, religion, sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual

attention. Members asked to stop any harassing behavior are expected to comply immediately.

To report an issue, you have several options:

1. If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact Carol Adair (**but** see #2 below). You can also Report a Bias via https://cm.maxient.com/reportingform.php?UnivofVermontAAEO&layout_id=5. Participants asked to stop any harassing or discriminatory behavior are expected to comply immediately. Note that bias reports may be filed anonymously.

If you are not comfortable talking with Carol, the Gund [ombudsperson](#), Stephanie Seguino Stephanie.Seguino@uvm.edu, has agreed to talk with members of our lab as needed.

2. For offenses of sexual misconduct or sexual violence, please realize that Dr. Adair and all University staff are “responsible employees” according to the UVM Sexual Harassment and Misconduct Policies (http://www.uvm.edu/policies/general_html/sexharass.pdf). A responsible employee must report to the Title IX Coordinator in the AAEO all relevant details about the alleged sexual violence shared by the victim including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident. The Title IX office must be made aware of such issues. A responsible employee will not share information with law enforcement without the victim’s consent or unless the victim has also reported the incident to law enforcement.

Therefore, another option is to contact the "Victim's Advocate," Judy Ricksrad (she/her; <https://www.uvm.edu/womenscenter/our-team>). Judy is responsible for providing direct services and coordinating services on campus for victims of sexual assault, stalking, and relationship and domestic violence (she is also NOT a “responsible employees”). She serves as a confidential source to provide options, information, and advocacy to survivors of sexual violence, and to friends and family members. <https://www.uvm.edu/womenscenter/campus-advocacy>.

3. Depression and anxiety can be common in graduate school (<https://www.theatlantic.com/education/archive/2018/11/anxiety-depression-mental-health-graduate-school/576769/>). UVM has counseling and psychiatric services through the Center for Health and Wellbeing, which can offer confidential support: <https://www.uvm.edu/health/CAPS>
4. If you are concerned for the health and well-being of a UVM community member, please submit a CARE form here: https://www.uvm.edu/deanofstudents/student_advocacy/care_form

Material in this code of conduct is derived from [Bahlai Lab Project Management](#) by Dr. Christie Bahlai & lab team (https://github.com/BahlaiLab/Policies/blob/master/Code_of_conduct.md), [Whitaker Lab Project Management](#) by Dr. Kirstie Whitaker and Lab team (<https://github.com/WhitakerLab/WhitakerLabProjectManagement>) and from the [DIB Lab](#) (<http://ivory.idyll.org/lab/coc.html>) Code of Conduct by Dr. Titus Brown.