Guidelines for Conduct

The Flatfish Biology Conference strives to provide a forum where a diverse community of scientists, researchers, and students interested in the biology, ecology and systematics of flatfishes come together to present their findings and share knowledge in a supportive and inclusive environment.

To help us reach these aspirations, we have established the following Guidelines for Conduct for all participants in the Flatfish Biology Conference, including presenters, attendees, and Steering Committee members. All participants are expected to be respectful and considerate of others at all times, to be open to new ideas, and to critique ideas rather than people. Adherence to these guidelines will help ensure that the conference is welcoming and inclusive to all.

Specific guidelines for expected conduct include:

- Communicate respectfully with all participants, regardless of title or level.
- Be generous and considerate in giving and accepting feedback. Good feedback is kind, respectful, clear, and constructive.
- Use other people’s correct pronouns. Stickers will be provided for anyone to add their pronouns to their badge.
- Reach out intentionally to people whom you don’t know or who may not look like you and include them in your conversations.
- Avoid idioms, acronyms, or terms that might not translate across cultures or specialties, or be sure to explain any that are used.
- Keep in mind that what may be acceptable to one person may be unacceptable to another.
- Encourage and promote good practice in others, by pointing out inappropriate behavior when you notice it, rather than waiting for the problem to escalate.
- If someone informs you that you have acted in a way that has offended another, listen with an open mind and do better moving forward.
- Mentors and others in advisory and supervisory roles should be mindful that their behavior and actions are especially important due to the hierarchical nature of their relationships with others attending the Conference.

The following behaviors are unacceptable and will not be tolerated:

- Discrimination based on race, color, religion, sex, sexual orientation, gender identity, national origin, age, genetic information, or disability, or any other basis unrelated to scientific merit.
• Harassment (sexual or otherwise), including derogatory or unwelcome actions, speech, images, or writing.

• Personal attacks or intimidation (verbal or physical).

• Behavior that is offensive, degrading, insulting, humiliating to others. This includes jokes, banter, etc.

• Disruption of presentations or poster sessions.

• Taking photos or videos of people or their slides/posters without permission.

• Retaliation against others for reporting unacceptable behavior.

Please bring concerns regarding participant behavior, or any other issue regarding the conference, to the attention of one of the conference chairs who will take steps to resolve the issue.

Speaking up about inappropriate behavior is the best way for our members to participate in, and ensure, a community of inclusiveness.