

CODE OF CONDUCT

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CODE OF CONDUCT

(1) SCOPE

1. The Scope shall apply to all student conference participants, organizers, keynote speakers, workshop holders, and any other persons who are involved in the conference (university representatives, speakers, company representatives, journalists, ...)
2. The following terms shall have the meanings ascribed to them below:
 - a. Staff: refers to all conference organizers and university personnel
 - b. All involved parties: refers to everyone to whom this Code of Conduct applies (see 1.1)
 - c. Conference spaces: refers to the university campus, all student dormitories, and areas within reasonable proximity

(2) ELEMENTARY BEHAVIORAL CONDUCT

All people included in the scope are obliged to:

1. contribute to:
 1. An open, welcoming, and inclusive atmosphere
 2. A calm, collaborative environment, and climate of trust
2. respect:
 1. All staff members, participants, and guests
 2. Diversity, the different cultures, languages, and traditions
 3. Opinions, values & identity of others in all their differences (gender, sexual orientation, age, disabilities, religion, origin, political position, social & economic background, field of study, etc.)
 4. Personal preferences of others, such as personal space
 5. Everyone's right to speak and contribute
3. refrain from any form of:
 1. Violence, discrimination, bullying, abuse, and harassment (psychological, physical, sexual, etc.)
 2. Using abusive, insulting, coarse, racist, homophobic, or discriminatory language (verbal & written)
 3. Displaying or communicating symbols, gestures, imagery, or expressions that could reasonably be understood as promoting,



endorsing, or trivializing conduct prohibited under points 2.3.1) and 2.3.2)

4. Pressuring, encouraging, or facilitating others to engage in behavior likely to result in harm to oneself or others (including but not limited to drug consumption)
5. Actions reasonably impairing their cognitive function or ability to participate in the science and social program (excessive drug consumption and similar)
6. Sharing accommodation details or other sensitive personal information publicly
7. Stealing

4. Comply with:

1. Instructions of the staff
2. Present personal identification (conference badge, student id, valid id card, or valid passport) to conference organizers, university, and accommodation personnel on request

All parties involved are expected to remain aware of how their own behavior may affect others and to ensure it does not conflict with points 2.1), 2.2) and 2.3), taking into account cultural differences, including norms and personal space.

English should be used during official conference activities and interactions, including the science and social program and meals, to ensure inclusion and equal participation (see 2.1.1) and 2.2.5)).

(3) CONFERENCE VENUE, AND ACCOMMODATION

In this section, "Conference spaces" refers to the university campus, all student dormitories, and areas within reasonable proximity (see Scope).

1. All involved parties, as defined in the scope, are obliged to:
 1. Make themselves familiar with the rules and regulations of their accommodation and respect them
 2. Treat all conference spaces, including other accommodation provided by the conference, and their furniture and appliances, with consideration and act in such a way no damage is caused
 3. Respect the rights and needs of the people not attending this conference (by minimizing noise, etc.)
 4. Not move furniture and interfere with installations of any kind in the conference spaces, including other accommodation provided by the



- conference, unless instructed by event organizers, or the universities staff, or the buildings personnel
5. Not consume any substances, which are illegal in the conference's host country
 6. Not consume any alcohol or smoke at all conference spaces, including other accommodation provided by the conference, without explicit permission by the conference's organizers
 - i. Smoking inside designated areas on the university's campus is always permitted
 7. Remaining quiet from 10pm to 7am local time on and around reasonable distance from the conference spaces and student dormitories
2. All parties residing in accommodation provided by the conference, are moreover obliged to:
1. economize on heat, electricity, hot and cold water
 2. respecting the rights and needs of other accommodated people
 3. keeping their rooms clean
 4. secure and lock their room(s) themselves to prevent unauthorized entry
 5. keeping their key safely
 6. inform staff in case of caused damages, or already existing defects

Furthermore, all parties involved, as defined in the scope, are responsible for their own belongings. EULiST, BUT, dormitory services, and the Conference organizers are not responsible for any belonging left unattended in open spaces during the Student Conference.

(4) POWER IMBALANCE AND ABUSE OF AUTHORITY

- 1) We acknowledge power differentials might exist between the conference participants, including but not limited to: educational level, faculty and students, organizers, staff and attendees, employers and employees, between tutors, professors and students. Power differentials do not need to be current, to be relevant. The Code of Conduct also applies to reasonably foreseeable power imbalances, such as when a master's student is expected to tutor or supervise a bachelor's student in a future academic term.
- 2) Involved individuals with authority, or influential, or high-position roles are obliged to:



- a. exercise particular care in interactions with those over whom they have influence
 - b. maintain professional boundaries
 - c. acknowledge that consent (work related, personal favors, etc.) might be compromised in case of a significant power imbalance, and obligate themselves not to use such (reasonably involuntary) consent to their advantage
- 3) All involved individuals must not use their authority, influence, or position to:
 - a. Act in a way reasonably potentially creating conflicts of interest, favoritism, or exploitation
 - b. Retaliate against others who have reported them due to misconduct
 - c. prevent, criticize or discourage others from reporting them for misconduct
 - d. obtain personal, professional, romantic, or sexual favors
 - e. intimidate, coerce or pressure others
 - f. manipulate decision-making processes for their personal benefit
- 4) Furthermore, involved individuals with authority or influential roles, or in high or influential positions are expected to lead by good example and model appropriate behavior. In case of misconduct involving such individuals, stricter and more severe consequences (in scope of this Code of Conduct) will be applied.

(5) ACADEMIC AND SCIENTIFIC INTEGRITY AND DISCUSSIONS

Regarding science and academic discussions, all involved parties are obliged to:

1. Be open to critique, and ensure a fair, collegial, and respectful dialogue
2. Interpret results fairly and objectively
3. Not insult, humiliate, disparage, or discriminate other involved parties and their intelligence because of their comments, critique, missing, or wrong prior knowledge of the discussed topic

Regarding presenting scientific works, such as pitches, posters, and workshops, all presenters are obliged to:

4. Ensure their presented work is beneficial to, and serves society
5. Ensure their presented work is factually correct to the best of their knowledge
6. Ensure their presented works are objective and accurate, with trustworthy results. Used methods and data should be complete and verifiable
7. Ensure all used sources are stated, and the presented work is not plagiarized



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8. Not try to cover up mistakes (in content, methods, stated sources and similar) of their work
9. Not use power imbalance, abuse of authority or other methods to try to cover up mistakes of their work

(6) RELATIONSHIP TO THE ORGANIZING EULiST ALLIANCE

All parties involved in the student conference promise to make sure, that:

1. They perform activities which may promote EULiST and assist in increasing EULiST's visibility at their home institutions
2. They avoid conduct that could reasonably damage the reputation of EULiST and its member universities through unlawful or inappropriate behavior. All in the student conference involved parties are especially expected to:
 - a. be nice, understanding and respectful to all locals (local people, workers, university staff) and handling language barriers kindly
 - b. respect local laws, the rights of others, and section 3 of this Code of Conduct

All conference organizers, workshop holders, keynote speakers, university staff and representatives of universities or companies involved in the conference must additionally:

3. Show respect towards the EULiST alliance
4. Ensure their behavior does not jeopardize the main objectives, activities and values of EULiST and its member universities. This includes reasonable graver consequences in case of breaching this Code of Conduct.

(7) RIGHT TO REPORT MISCONDUCT AND RECEIVING SUPPORT

All involved parties are encouraged to:

1. Stand up in case of breaches of the Code of Conduct or other unacceptable behavior, and report it to the Awareness Team, either directly to a team member, or anonymously via the by the organizers provided online form
2. Talk to the awareness team and get help in case they feel unwell (mentally or physically)
3. Make use of the, by the conference organizers provided, emergency phone number in case of emergencies
4. Use the quiet room as a retreat in moments they feel overwhelmed or unwell

When a breach of this Code of Conduct may result in consequences, the affected party or parties have the right to share their perspective and have it considered by the conference organizers before a decision is made.



No person shall face retaliation for reporting concerns in good faith or participating in an investigation.

(8) ORGANIZER COMMITMENTS

The organizers commit to providing:

1. An anonymous online complaint form where misconduct can be reported
2. A phone number which can be called anytime during the conference in case of emergencies
3. A quiet room
4. Visible Awareness Team members at all official program events

Furthermore, organizers should model appropriate behavior, especially regarding section 4) of this Code of Conduct (Power Imbalance and Abuse of Authority). All organizers are obliged to report observed misconduct by participants, other organizers, or other involved parties to the Awareness Team as soon as reasonably possible after the incident occurred.

(9) CONSEQUENCES AND ENFORCEMENT

The organizers differentiate between three different levels of misconduct based on severity:

1. Light to Medium Misconduct (misunderstandings due to cultural differences, rudeness to staff, ...)
2. Serious Misconduct (pressuring others to act in a way harming themselves while being in a position of authority, ...)
3. Severe Misconduct (sexual assault, fighting, ...)

In case of 9.1, the organizers will inform the offender about their behavior and ask them to refrain from breaching the Code of Conduct in the future. If one person repeatedly or intentionally breaches the signed Code of Conduct, the organizers will reclassify their misbehavior as level 9.2.

In case of 9.2 the offending party will immediately be excluded from conference participation. Depending on how their actions affected the injured party/parties, they may be asked to leave the conference spaces (including student dormitories) entirely, for the rest of the conference.

In case of 9.3 the offending party will immediately be excluded from conference participation and asked to leave all conference spaces (including student dormitories) for the rest of the conference. They may be prohibited from participating in future EULiST events.



Furthermore, the organizers reserve the right to inform the offender's institution about their misconduct and not issue a participant certificate to everyone to whom 9.2 or 9.3 applies.

As stated in section (7) of this Code of Conduct, the injured party has the right to share their view on the incident and have their perspective considered by the organizers before a final decision about consequences for the offending party is made.

