

BSRG Code of Conduct – Updated for 2020 Online Annual General Meeting Dated 4th December 2020

A.1. Introduction

The British Sedimentological Research Group (BSRG) is a specialist group, affiliated to the Geological Society of London, and is the principal focus point in the UK for all aspects of sedimentological research. As a learned society the BSRG, through its committee and organisers, has a duty in the public interest to provide a safe, productive and welcoming environment for all participants and attendees of our meetings, workshops, and events regardless of age, disability, gender and gender identity, marriage and civil partnership status, pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation, physical appearance, other protected characteristics, or career level.

This policy applies to all participants in BSRG related activities, including, but not limited to, attendees, speakers, presenters, event organisers, volunteers, exhibitors, staff, service providers, representatives to outside bodies, and others are expected to abide by this Code of Conduct.

This Code of Conduct applies in all BSRG activities, including ancillary events, social gatherings, field excursions, and electronic communications via the mailing list.

A.2. Breach of the Code of Conduct

This code of conduct will be enforced during all parts of BSRG activities, including the annual general meeting (also known as the BSRG Conference), including oral sessions, poster sessions and discussion, breakout rooms, social activities, and the closing discussion session.

If an incident of prohibited conduct occurs either within or outside the online platforms of the conference, then the aggrieved person or witness to the prohibited conduct is encouraged to report it promptly to any member of the BSRG committee (at any of the following emails: chair@bsrg.org.uk, secretary@bsrg.org.uk, treasurer@bsrg.org.uk, awards@bsrg.org.uk, outreach@bsrg.org.uk) and/or the session convenor(s) (who will then also report it to the BSRG committee).

Once the committee member is notified they will discuss the details first with the individual filing the complaint, then any witnesses who have been identified, and then the alleged offender before determining an appropriate course of action. Confidentiality will be maintained to the extent that it does not compromise the rights of others.

A.3. Social Behaviour and Communication

We value your participation and want to make your experience as constructive and professionally stimulating as possible. To uphold this encouraging and constructive setting the BSRG expects its community and participants to uphold the following principles:

- Harassment, discriminatory, or exclusionary comments or behaviour will not be tolerated. Harassment and exclusionary behavior are defined as:
 - sustained disruption of talks or other events,
 - sexual attention or innuendo,
 - deliberate intimidation, stalking, and photography or recording of an individual without consent (see Scientific Data and Acknowledgment Practices).
 - offensive comments related to age, disability, gender and gender identity, marriage and civil partnership status, pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation, physical appearance, or other protected characteristics or career level.
- Participants asked to stop any harassing behaviour are expected to comply immediately [if they do not, then as a first action, they will be removed from the session].
- All communication should be appropriate for a professional audience, and be considerate of people from different cultural backgrounds. Sexual language and imagery are not appropriate at any time.
- Be respectful of different access needs and cultural differences; speak slowly and clearly when presenting or speaking.
- Avoid “questions as comments” and be mindful of the time limit of question periods.
- Be aware of the public nature of interactions on social media and be considerate of others when using such platforms, respecting how others may wish to use them (i.e. personal or professional).
- Contribute to discussions in meetings with a constructive and positive approach, critiquing ideas rather than individuals.
- Be respectful and inclusive of others during discussions, be willing to hear out the ideas of others and be mindful of talking over others. Do not insult, put down or attempt to undermine others.

A.4. Scientific Data and Acknowledgment Practices

The lack of formality of BSRG meetings provides a suitable environment for presenting and testing new ideas and research in progress. To continue such an open environment and platform all presenters and attendees are reminded that they have a responsibility with regards to the presentation and viewing of scientific data and ideas. BSRG expects participants to adhere to the following practices:

- If a statement (verbal, written) is made by an individual that their presentation or poster should not be shared, then participants should not record, screenshot, nor share on social media (or other channels) without the explicit permission of the presenter.
- Participants should be collaborative and transparent when viewing and discussing new ideas and ongoing research of others.
- Presentation of data and scientific ideas from peers should be clearly acknowledged and referenced during presentations.
- Presenters should discuss authorship of abstracts with peers and have permission from co-authors prior to submission.
- Presenters are encouraged to acknowledge all contributors to their presented research.
- It should be clearly indicated during or on a presentation if one is presenting on behalf of another peer or author.
- Presenters should be aware of any disclosure and confidentiality agreements associated with their data, results and ideas. Remember to seek permission from rightful data owners/collaborators prior to abstract submission and presentation.

A.5. Guidance for Presenters

To ensure respectful, productive presentation during the meeting, we ask that oral speakers and poster presenters follow these guidelines based on your type of presentation:

- Speak slowly and clearly when presenting or discussing the work. Cover all text that is displayed.
- Describe figures in words; try to avoid unnecessary graphics.
- Use big, simple, san-serif fonts and sufficient colour contrast on your slides.
- Try to avoid jargon in text content.

- Avoid figures that are difficult to interpret for colour-blind viewers, if possible; Color Oracle provides recommendations and tips on how to do this: <http://colororacle.org/design.html>
- If possible, make sure colour is not the only way you convey information (e.g., use bold and a larger font size for a title rather than just a different colour of text)
- Keep animations/transitions simple and avoid unnecessary GIFs, especially rapid GIFs.

Please reach out to the organising team (bsrg2020@liverpool.ac.uk is the contact for the 2020 Annual General Meeting) with any access needs or questions.

A.6. Sample Collection and Sampling Ethics

BSRG recognises that members of its community collect data and samples from geological outcrops and modern environments in the field. Outcrops and sites may have a specific scientific/educational value, be geological type localities, have a significant photographic value, be located on private land or in a protected area of local/national/international interest (e.g. national parks), have indigenous importance, or be sensitive for a range of other reasons. We have a responsibility to lead by example and promote geoconservation and should follow ethical policies with regards to field-based sample collection. BSRG encourages its community to follow the provided guidelines when participating in field work or attending BSRG organised field excursions:

- One should always seek and ask permission from the correct authorities prior to rock collection or sampling, particularly if located on private land, protected or culturally significant areas, or national parks.
- Limit your use of hammers and chisels on in situ outcrops when possible. It is usually not necessary in most circumstances and is strongly discouraged in protected sites.
- Collection of rocks and samples should be conducted in a way that limits damage to the outcrop, the environment, and preserves its aesthetic qualities.
- Collection and sample sites should be fully assessed based on the scientific importance of the site, frequency of visits, and its location, and site-specific ethical considerations.

More details on ethical rock sampling can be found in the following articles:

<https://scottishgeodiversityforum.org/charter/ethical-rock-collection/http://52.172.159.94/index.php/epi/article/viewFile/57425/44802>

https://www.nature.com/articles/ngeo2572?WT.feed_name=subjects_palaeomagnetism

A6. Additional Comments on Accessibility for 2020 BSRG Conference

The SedsOnline platform is a portal for accessing private Zoom-hosted online-conferencing facilities, which will provide the platform for oral, poster, virtual field trip and social sessions during the 2020 Annual General Meeting. Zoom provides auto-captioning, but we also try to augment this with an external service for live captions and transcription.

Please reach out to the 2020 organising team (bsrg2020@liverpool.ac.uk) with any access needs or questions.