

Code of Conduct

We acknowledge the following institutions and websites for informing the content of this Code of Conduct:

Society for Integrative and Comparative Biology (<https://sicb.org>)

United Nations (<https://www.un.org/womenwatch/osagi/pdf/whatissh.pdf>)

Scope of Policy

Our policy applies to all participants of the “Fast Movements, Impacts & Deformations: Nature, Robotics & Materials” Symposium.

The Symposium organizers are committed to creating a safe, welcoming, and inclusive environment that fosters mutually respectful open dialogue and exchange of scientific ideas. In order to create this environment, we are committed to providing equal opportunity and treatment of all symposium participants regardless of skin color, race, gender, sexual orientation, marital status, religion, disabilities, age, or career stage. We understand that diverse perspectives are critical for scientific progress and innovation, and we are committed to creating an environment free of harassment and discrimination.

Symposium attendees are expected to behave professionally, treat others with respect and dignity, and to uphold standards of scientific integrity. *Harassment and other forms of misconduct undermine the integrity of our symposium and are strictly prohibited and will not be tolerated.*

Harassment and Unacceptable Behaviors

Sexual harassment

Sexual harassment refers to unwelcomed sexual advances, request of sexual favors, unwelcomed flirting and touching, and other unwelcomed verbal and non-verbal and physical conduct of sexual nature. Some examples include:

- Unwelcome advances or propositions
- Unwelcome touching of an individual's body
- Making facial expressions such as winking, throwing kisses, or licking lips
- Making sexual comments or innuendos

Such behavior interferes with the individual's performance and creates an intimidating, hostile, and offensive environment and will not be tolerated.

Other types of harassment

Harassment refers to behavior that is offensive or not welcoming including epithets, slurs, or negative stereotyping; threatening, intimidating, or hostile acts; denigrating jokes; display or circulation of written graphic material that denigrates or shows hostility or aversion towards an individual or group. Harassment intended in a joking manner is still considered unacceptable behavior. Furthermore, disrespectful disruption of presentations and other meeting activities and disrespectful commenting on presentations, individuals or groups, will not be tolerated.

Reporting an Incident of Harassment

If you observe or experience harassment or other unacceptable behavior please notify one of the following people as soon as possible:

- All attendees with concerns should immediately contact Prof. Sheila Patek. Prof. Patek will work with Duke administration and local authorities as needed to determine action steps to address the issues.
- If Prof. Patek as the primary contact is not preferred, the second option for early career researchers only is PhD candidate Elizabeth Mendoza, who is our designated early career representative for the event and who will communicate information to Dr. Patek.
- Contact information for Dr. Patek and Elizabeth Mendoza will be provided at the symposium venue.

If you feel unsafe or threatened, use a venue phone to ask for security. If the circumstances warrant it, call 911 for medical or police assistance. All complaints will be treated seriously and addressed promptly and appropriately. Confidentiality will be maintained to the extent that it does not compromise the rights of others or the need to conduct an adequate investigation and to the extent allowed by law. The person experiencing harassment is not required to discuss the incident with the offending party, unless they feel comfortable doing so.

Retaliation against any individual who reports harassment or assists in an investigation is strictly prohibited and will not be tolerated. Engaging in harassment or unacceptable behavior will result in immediate dismissal from symposium activities and venue, and formal reporting to local, state or institutional authorities as appropriate.

Agreement

All symposium attendees at arrival to the event will be required to agree to this Code of Conduct as follows: I understand that by attending the symposium, I am agreeing to conduct myself as outlined in the symposium's Code of Conduct and that failure to do so will result in disciplinary action.

Symposium COVID-19 Guidelines:

We acknowledge the following institutions and websites for informing the content of these COVID-19 guidelines:

High Polymer Research Group (www.highpolymer.org.uk)

Center for Disease Control and Prevention (<https://www.cdc.gov>)

Before arrival:

- We recommend that all attendees are fully vaccinated at least 14 days before arrival.
- We recommend that all attendees test 24 hours before arrival to the venue and again immediately upon arrival.

During symposium:

- We encourage attendees to wear masks during indoor activities aside from eating and drinking.
- If you are symptomatic, please isolate in your room.
- If you are symptomatic, do not attend scheduled symposium activities.
- Notify symposium organizers (e.g., Prof. Sheila Patek) or hotel staff if you are symptomatic. We will deliver a rapid COVID-19 test kit to your room and will do our best to assist any sick travelers with immediate needs.

Other things to consider:

We aim to create a space that is safe and welcoming to all people and we ask all attendees, guest speakers, and staff to be respectful of other people's preferences. Every individual has their own level of comfort living with COVID-19 that is informed by their lived experiences, and we ask all attendees to be respectful of others' preferences.

More information on community level COVID-19 can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>

More information on current CDC guidelines COVID-19 can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation-infographics.html>

COVID-19-related Travel Disruptions

For all attendees receiving any funding support for travel and / or registration expenses, we highly encourage you to consider purchasing travel insurance or checking on the

policies of your primary payment method with regards to possible trip cancellation or modification due to COVID-19 disruptions or other reasons. We will not be able to provide support for any travel expenses if an attendee is unable to travel to the symposium. We will do our best to work with the hotel and the conference services to minimize the financial burden of registration costs in the case of cancellation or partial attendance at the symposium, but we cannot make a guarantee of any amount to be reimbursed.