

## **California Academic and Research Libraries Conference Code of Conduct**

CARL holds biennial conferences in order to provide opportunities for professional growth of its members; to encourage the exchange of ideas; to enable its members to build professional networks; and to discover new products and services for professional use. In order to provide all conference participants with the opportunity to benefit from the 2016 CARL Conference events, programs, and activities, CARL is committed to providing a friendly, safe, supportive and harassment-free environment for all conference attendees and participants regardless of gender, age, sexual orientation, gender identity, gender expression, disability, physical appearance, body size, race, ethnicity, religion or other group identity.

This code of conduct outlines CARL's expectations for all attendees, speakers, sponsors, exhibitors, and volunteers at our conference. Cooperation is expected from everyone to help ensure a safe and productive environment for everybody. Organizers will enforce this code throughout the event.

### **Expected Behavior**

CARL expects conference participants to communicate professionally and constructively, to handle dissent or disagreement with courtesy, dignity and an open mind, to be respectful when providing feedback and open to alternate points of view. We also ask that you use inclusive, bias-free language; the University of New Hampshire has published a helpful Bias-Free Language Guide: <http://www.unh.edu/inclusive/bias-free-language-guide>.

### **Harassing Behavior**

Harassment includes offensive verbal comments related to gender, age, sexual orientation, disability, 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.

### **Consequences of Harassing Behavior**

Participants asked to stop any harassing behavior are expected to comply immediately. Sponsors are also subject to the anti-harassment policy. In particular, sponsors should not use sexualized images, activities, or other material. Booth staff (including volunteers) should not use sexualized clothing/uniforms/costumes, or otherwise create a sexualized environment. If a participant engages in harassing behavior, the conference organizers will determine and carry out an appropriate course of action, including warning the offender or expulsion from the conference with no refund.

### **What to do?**

If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact a member of conference staff. Conference staff can be identified by an identifying ribbon on their conference name tags. Conference staff will be happy to help participants contact hotel/venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the conference.

We value your attendance.

We expect participants to follow these rules at conference and workshop venues, including online venues, and conference-related social events.

What we are saying here is...Be excellent with each other.

**Have questions?**

Send an email to [carlconf2016@gmail.com](mailto:carlconf2016@gmail.com).