

ECAP Code of Conduct:

General motivation

ECAP is an international research institution with membersⁱ from diverse backgrounds. We strive for an inclusive and respectful environment for members of the centre independent of their age, sexual orientation, gender identity, ethnicity, physical disability, religion, cultural and socio-economic background and stage or path of career or any other attribute. Advancing the development of junior members in a supportive environment is an important objective at ECAP.

This Code of Conduct reinforces our shared responsibility for the welfare of our institution and community, as well as the advancement of science. Indeed, as articulated by the DFG in their guidelines to safeguarding good scientific practice “Scientific integrity forms the basis for trustworthy research. It is an example of academic voluntary commitment that encompasses a respectful attitude towards peers, research participants, cultural assets, and the environment, and strengthens and promotes vital public trust in research.” In this regard, ECAP and its members should also strive to be exemplary with regard to maintaining collegial, respectful interactions both internally and with the scientific community at large. ECAP members need to follow relevant safety rules to maintain a safe and healthy environment and to protect the environment of the ECAP infrastructure.

Respectful Treatment

ECAP as a part of the Friedrich-Alexander-Universität Erlangen-Nürnberg (FAU) is committed to preventing discrimination, harassment and sexual harassment to ensure that equal treatment of all individuals. Consequently, all ECAP members must adhere to FAU's code of conductⁱⁱ.

ECAP promotes a culture based on treating others with respect, where each and every individual is valued and ignoring discrimination is not tolerated. ECAP actively strive to protect against and prevent discrimination, harassment and sexual harassment as outlined in Section 3 of the FAU guidelinesⁱⁱⁱ. There does not need to have been physical contact for harassment to have taken place.

Note that behaviours and language acceptable to one person may not be to another. Members must make every effort to ensure that words and actions communicate respect for one another. If a member steps over a boundary, the member must be made aware (e.g. by the advisor or by other ECAP members) and take appropriate action (i.e., apologize and resolve to avoid the behaviour in the future).

ECAP members are expected to be collegial. When a disagreement arises, all participants must remain respectful of other individuals and be committed to constructively resolving the disagreement. ECAP members should encourage the free expression and exchange of scientific and technical ideas. Debate is important and should be encouraged and disagreements will undoubtedly arise. While productive critical statements

and feedback about issues are encouraged, personal attacks are not tolerated. Objections must be voiced in a respectful manner and resolved by collegial discussion. If members are unsure how to appropriately resolve a conflict involving a fellow ECAP member, assistance should be sought out and used (see Implementation section). It is the responsibility of all ECAP members to ensure that such an atmosphere is maintained. ECAP group leaders, working with members of the ECAP board will, if necessary, remind members of this Code of Conduct in the course of discussions. ECAP members should be aware that they represent ECAP in any interactions with the wider scientific community, should make every effort to be respectful in such cases and to thereby protect the reputation of ECAP and our colleagues in such interactions.

Scientific Misconduct

Members of ECAP must perform research in a well-documented and ethically sound manner. Falsification of data or results, plagiarism, taking credit for other's work, or any other scientific misconduct will not be tolerated. "The constitutionally guaranteed freedom of research is inseparably linked to a corresponding responsibility. Taking this responsibility into full account and embedding it in individual conduct is an essential duty for every researcher and for the institutions where research is carried out" as stated in the DFG guidelines for safeguarding good research practice. These guidelines, as well as the general FAU ones, are listed in this footnote^{iv}.

Promoting a Collaborative, Open and Inclusive Research Environment

ECAP members should encourage participation in scientific activities by other members and must be supportive of their contributions. During meetings, verbal discussions and communication must be conducted in a professional and thoughtful manner. In order to have open discussions it is understood that if internal information from scientific collaborations, in which one is not a member, or other unpublished results are acquired, this information is kept confidential and not shared publicly.

At seminars, meetings and external events special attention will be given to highlighting the work of bachelor and master students, graduate students, and postdocs.

Implementation

All ECAP members are expected to abide by this Code of Conduct. Prospective members must agree to these terms as a condition of acceptance to the centre. Upon adoption of the Code of Conduct by ECAP, all current members will need to explicitly indicate their agreement to abide by the Code of Conduct.

Any ECAP member with a concern or complaint about a violation of the Code of Conduct should make this known to the appropriate group leader or the ECAP ombudsperson. There are well documented resolution processes in place and available at FAU^v.

There is, however, one additional level of conflict resolution at ECAP: ECAP members that feel the need for conflict resolution or see a problem with other members regarding this Code of Conduct are encouraged to contact one of the ECAP ombudspersons (<https://xwiki.ecap.work/bin/view/Your%20ECAP%20Workplace/Administrative%20Tasks/?srid=yV24Vaf5>) for confidential consultation. The ECAP ombudsperson(s) can also attempt, if requested by the member, to resolve the situation among the involved parties or can advise on the procedures at university level.

At all times, the objective should be to restore an inclusive, collegial, and respectful environment for ECAP members. Retaliation for consulting with an Ombudsperson, making a complaint, or assisting in resolving a concern or complaint, is a violation of this Code. In cases where a situation arises and an inclusive, collegial, and respectful environment cannot be restored, or scientific misconduct has occurred, ECAP leadership have the responsibility to support the centre and have the discretion to act, with consequences ranging up to removal from the centre and reporting to relevant institutions, particularly in cases of apparent violation of law.

ⁱ When talking about members in this document we also always mean guests of ECAP members.

ⁱⁱ https://www.doc.zuv.fau.de//KaB/Sonstige_Regelungen/Code_of_Conduct/Code_of_Conduct_zu_religiöser_und_weltanschaulicher_Vielfalt_an_der_FAU.pdf

ⁱⁱⁱ https://www.fau.de/files/2021/05/richtlinie_diskriminierung_sexuelle_belaestigung_eng.pdf

^{iv} DFG Leitlinien zur Sicherung guter wissenschaftlicher Praxis

https://www.dfg.de/download/pdf/foerderung/rechtliche_rahmenbedingungen/gute_wissenschaftliche_praxis/kodex_gwp.pdf or in english:

https://www.dfg.de/download/pdf/foerderung/rechtliche_rahmenbedingungen/gute_wissenschaftliche_praxis/kodex_gwp_en.pdf

FAU Satzung zur Sicherung guter wissenschaftlicher Praxis [https://www.doc.zuv.fau.de//KaB/Sonstige_Regelungen/Gute_wissenschaftliche_Praxis/Satzung_zur_Sicherung_guter_wissenschaftlicher_Praxis_und_zum_Umgang_mit_wissenschaftlichem_Fehlverhalten_an_der_FAU_\(2022-03-09\).pdf](https://www.doc.zuv.fau.de//KaB/Sonstige_Regelungen/Gute_wissenschaftliche_Praxis/Satzung_zur_Sicherung_guter_wissenschaftlicher_Praxis_und_zum_Umgang_mit_wissenschaftlichem_Fehlverhalten_an_der_FAU_(2022-03-09).pdf)

^v <https://www.familienservice.fau.eu/family-services/cooperation-partners/conflict-management/>