Code of conduct for EEB department and all its field stations and field sites

This Code of Conduct will be posted at all EEB field stations and field sites:

- **Expected Behavior**
  - All visitors, staff, students, and faculty are to be treated with respect and consideration, valuing a diversity of views and opinions.
  - Always be considerate, respectful, and collaborative.
  - Alert UM personnel and/or call 911 if you notice a dangerous situation or someone in distress.

- **Unacceptable or Criminal Behavior is:**
  - Physical or verbal abuse of any students, staff, faculty, or other departmental or field station guests
  - Assault, rape or other sexual violence; threatening or stalking anyone
  - Harassment, intimidation or discrimination in any form
  - Actions that create a hostile work environment and/or interfere, limit, or deprive an individual from participating in or benefitting fully from the education or research program and related activities

  **This includes:**
  - Verbal comments or inquiries related to gender, sexual orientation, disability, physical appearance, body size, race, religion, economic status, or national origin
    - Includes jokes based on any of these characteristics
    - Includes use of slurs or lewd comments in conversation, even when not directed at a particular person
  - Verbal and nonverbal requests for sexual favors
  - Repeated display of unwanted affection or attention towards another person (includes verbal, written and/or physical displays)
  - Persistent, unwelcome requests for dates
  - Unwelcome physical contact
    - Includes staring, touching, or invading an individual’s personal space
  - Blocking an individual’s movement with your body or an object
  - Inappropriate use of nudity and/or sexual images in the work environment or sharing such materials with co-workers
  - Implicitly or explicitly making actions of a sexual nature a term or condition of a person’s employment, academic standing, or participation in research programs and related activities

**Verbal/Written Behavior Examples:**
- Direct conversation
- Indirect conversation
- Texts, emails, instant messages
- Handwritten letters and notes
- Comments made on social media or other online platforms
Physical Behavior Examples:
- Touching someone with your body or an object
- Stalking
- Inappropriate staring
- Invading personal space

Remember: Harassment can occur between persons of the same or different genders, age groups, and positions/titles. Unacceptable behaviors are unacceptable at all times -- not just when classes, fieldwork, and other professional activities are in session.

Practice self-awareness in all interactions, and stay committed to maintaining a positive learning and work environment for all persons in the department and at any field station.

The confidential resources provided below are places where you can get advice and support.

**EEB Contacts for Confidential Advice**

- Kati Ellis, Graduate Program Coordinator, (734) 764-1443, katilou@umich.edu
- Nathan Sadowsky, Graduate Program Assistant, (734) 615 7338, nsad@umich.edu
- Jo Kurdziel, Collegiate Lecturer, (734) 763 3684, josephak@umich.edu

**UM Contacts for Confidential Advice**

- SAPAC – Sexual Assault Prevention and Awareness Center (for faculty, staff and students)
  (734) 936-3333
  [www.umich.edu/~sapac/](http://www.umich.edu/~sapac/)
- FASAP – Faculty and Staff Assistance Program (for faculty and staff)
  (734) 936-8660
  [www.umich.edu/~fasap/](http://www.umich.edu/~fasap/)
- CAPS – Counseling and Psychological Services (for students)
  (734) 764-8312
  [www.umich.edu/~caps/](http://www.umich.edu/~caps/)
- Office of the Ombuds (for students)
  (734) 763-3545
  [www.umich.edu/~ombuds/](http://www.umich.edu/~ombuds/)
- University Faculty Ombuds (for faculty)
  (734) 763-2707
  [www.umich.edu/~facombud/](http://www.umich.edu/~facombud/)

Attached is a PDF which summarizes the University of Michigan’s policies for handling discrimination and harassment complaints, including where to file a complaint, an example
complaint form, and how the university will investigate a complaint and determine corrective action. The Office of Institutional Equity usually investigates these cases.

**Important Links to University of Michigan Policies**

- UM Standard Practice Guide Policy on Sexual Harassment
  
  [http://spg.umich.edu/policy/201.89-0](http://spg.umich.edu/policy/201.89-0)

- UM Student Sexual Misconduct Policy
  
  [https://oscr.umich.edu/article/student-sexual-misconduct-policy](https://oscr.umich.edu/article/student-sexual-misconduct-policy)

**Responsible Employees (AKA Mandatory Reporters)**

Responsible employees must immediately report any information they learn about suspected Prohibited Conduct to OIE or the Title IX Coordinator, so if you bring your concern to them, they must report it. They include Deans, Department Chairs, Associate Chairs, Directors, and Co-Directors and also Staff/Faculty Who Travel Abroad with Students:

*University faculty or staff providing oversight to, or traveling with, students on University related travel abroad, including University-sponsored study abroad, research, fieldwork, or internship programs.*

The salient policy document is available [here](http://spg.umich.edu/policy/201.89-0) and the section on Responsible Employees is on page 11.

**Criminal Behavior**

In the case of sexual assault/violence or stalking, please report directly to the Ann Arbor Police Department.

Ann Arbor Police Department
Ann Arbor Justice Center at 301 E. Huron St., Ann Arbor, MI 48104
Call 911 in emergency situation
(734) 794-6920