

COMMUNITY AGREEMENT

Statement of Values:

The JETSCAPE collaboration is an inclusive and diverse international scientific collaboration, committed to sustaining a welcoming scientific environment free from all forms of prejudice, discrimination, and harassment. The JETSCAPE collaboration will ensure that all participants have the opportunity to thrive within the JETSCAPE community. Special efforts will be made to ensure that those from historically or currently marginalized or underrepresented backgrounds or identities are fully included in all aspects of JETSCAPE.

Our work is guided by the following values:

1. Building and supporting an inclusive and diverse JETSCAPE community that allows all collaborators to contribute to the best of their abilities.
2. Avoiding all forms of systemic prejudice and discrimination within the JETSCAPE community.
3. Creating an environment where every collaborator is able to contribute to the best of their abilities.
4. Recognizing and reducing the harmful impacts of all forms of bias.
5. Being mindful of the
 - amplified impacts of prejudice that affect people with multiple marginalized identities;
 - opportunities to create a more inclusive scientific community for all by addressing prejudice and discrimination;
 - unique perspectives of those who have lived experience as a minority, and the need to ensure that their voices are heard.
6. We expect all JETSCAPE members to
 - engage in efforts to create a more inclusive climate and culture;
 - show respectful behavior toward others in the conversation regardless of whether one agrees with their ideas;
 - listen to and amplify the voices and issues raised by underrepresented and marginalized JETSCAPE members.

7. Continually reviewing our impact and priorities so as to address community needs.

Conduct:

The fulfillment of the mission of the JETSCAPE Collaboration depends on collegial and respectful interactions among all of its members, associates, and guests engaged in its research activities and social events. In order to establish and maintain a welcoming, inclusive environment, we agree to:

Uphold the highest standards of professional ethics and abide by all JETSCAPE institutions' and host institutions' codes of conduct and community agreements

Communicate respectfully: avoid insulting, dismissive, or hateful remarks and actions;

Respond to observed cases of inappropriate behavior so as to promote a shared understanding of our accountability for our actions and for the effects they may have.

The JETSCAPE Collaboration affirms its commitment to equal opportunity and fair treatment of all of the members of its community, including undergraduate and graduate students, postdoctoral fellows, visitors, staff, and faculty. We are expected to conduct ourselves in a manner that is welcoming to all and free from any form of discrimination or harassment. We agree to treat each other with the respect and consideration necessary for creating the collegial, inclusive environment that is essential for achieving our individual and collective goals, and to fulfill the expectations of our scientific professions.

Jurisdiction:

The JETSCAPE Community Agreement is applicable to any interaction which would not happen without JETSCAPE. This includes not only internal meetings but any social gatherings around those meetings, such as dinners and coffee breaks, as well as any meetings where someone represents JETSCAPE, or could reasonably be assumed to be doing so. The Community Agreement also extends to online JETSCAPE-related interactions such as video conferencing, private messaging, and comment posting on all platforms including GitHub, Slack, and Zoom. Past professional behavior or behavior outside JETSCAPE may be considered only to the extent that it is an indication of future behavior within JETSCAPE.

Expectations for Professional Behavior in JETSCAPE:

JETSCAPE and its members strive to create an environment that is inclusive, supportive, and free from any form of harassment, discrimination, or bullying for everyone. JETSCAPE collaborators are expected to demonstrate empathy and kindness toward other people; be respectful of differing opinions, viewpoints, and experiences; give and graciously accept constructive feedback; accept responsibility and apologize to those affected by our mistakes; and focus on what is best not just for us as individuals but for the community.

Discriminatory behavior and harassment which is indirect, subtle, or unintentional has deleterious effects and is unacceptable. While good intent is appreciated, the impact of your behavior on others is the ultimate factor in determining whether or not your behavior is appropriate. We also recognize that the physics community has a history of excluding and discriminating against women and other marginalized groups.

JETSCAPE members are expected to refrain from harassment or discrimination, to intervene to the best of their ability when they witness inappropriate or potentially problematic behavior, and to be responsive to collaborators' feedback related to such behavior. In addition to not participating in such conduct themselves, people in leadership positions, including conveners, are expected to intervene when problematic behavior occurs and to proactively respond to complaints about conduct relevant to their leadership position. Intervention also applies to online behavior and will include the removal of comments, commits, wiki edits, or any digital content violating this Community Agreement. Failure to respond may also be considered to be a violation. Collaborators must recuse themselves from decisions where they have a conflict of interest, or the appearance of one. This includes romantic and financial relationships. Collaborators are strongly encouraged to disclose conflicts of interest. Retaliation for a report or concern brought in good faith is a violation of the Community Agreement.

Examples of Productive Behavior:

- A collaborator apologizes after being told that their behavior toward a collaborator in a meeting was unnecessarily aggressive.
- When a collaborator uses an offensive phrase in a meeting without knowing the phrase is offensive, another collaborator interrupts to explain the origin of the phrase and the first collaborator apologizes.
- The talks committee actively solicits participation of people from underrepresented groups.
- Workshop organizers consider an inclusive list of speakers and check for balance in demographics before sending invitations for talks.
- The collaboration keeps statistics on the demographics of participants in schools and workshops.

Examples of Misconduct:

- A faculty member or staff scientist repeatedly asks a graduate student or postdoc out, after they have said no.
- A collaborator suggests that a newly hired faculty member, who is of a marginalized or underrepresented group, was hired solely because of the faculty member's underrepresented status.
- Before the start of a working group meeting; a collaborator tells another collaborator a racially offensive joke.
- A working group convener offers to push for a collaborator to give a talk at a conference on their detector/physics/software role in exchange for a sexual favor.
- A colleague incorporates a picture of a scantily clad or naked person into a talk.

Violations of the Community Agreement:

Violations of the Community Agreement can be reported either to the spokesperson, deputy spokesperson, JETSCAPE council chair, or DE&I committee. The DE&I committee will consult with the spokesperson, deputy spokesperson, and JETSCAPE council chair

on complaints and make recommendations for which incidents warrant action. Where appropriate, funding agencies, and people's home institutions may be notified. For instances of unambiguous misconduct, the DE&I committee, JETSCAPE council chair, deputy spokesperson, and spokesperson can act without an investigation. Actions which do not significantly harm someone's career can be taken without council approval. The following are examples of actions which may be taken without council approval:

1. No action but keep a record of the complaint.
2. Verbal discussion with initiator regarding behavior.
3. Voluntary no-contact order.
4. Written warning.
5. Voluntary recusal from a role in decision making.
6. Removal of offensive comments from public forums.
7. Suspension of a non-JETSCAPE collaborator from an online forum or meeting.
8. Notify the offender's home institution of the issue.

In public forums, such as the JETSCAPE Summer School and the GitHub repository, JETSCAPE session chairs, administrators, and moderators may act to immediately remove content or expel individuals violating the JETSCAPE Community Agreement and then inform the DE&I committee, JETSCAPE council chair, deputy spokesperson, and spokesperson. In the case of repeated offenses, more serious actions may be taken. For incidents which warrant an investigation by JETSCAPE, an investigatory committee comprising three people will be formed. This committee will collect evidence and speak with the initiator, witnesses, and subjects as they deem appropriate. The investigatory committee will compile a written summary for the council and make a recommendation for the appropriate action. The council will decide whether to accept or modify the sanctions recommended by the investigatory committee.

Actions which have an impact on the initiator's ability to do their job require a vote of the council. Members of the council with a conflict of interest must recuse themselves, although the institution may choose an alternate representative, provided the alternate has no conflict of interest and is in a tenure track/tenured position or equivalent. These actions, such as an involuntary no-contact order or removal from a leadership position, require support from at least two thirds of the council. At the request of any council member, the vote will be confidential.

Sanctions depend on the situation. Sanctions may be against individuals or institutions.

Examples of sanctions which would require a two-thirds vote of the JETSCAPE council include:

1. Involuntary no-contact order.
2. Involuntary recusal from a role in decision making (single decision or from decisions regarding another person).
3. Involuntarily blocked from reviewing an individual's work.
4. Removal or suspension of a JETSCAPE collaborator from mailing list(s).
5. Suspension from giving talks on behalf of JETSCAPE or otherwise representing the collaboration.
6. Suspension or removal from leadership positions.
7. Ban or suspension from in-person JETSCAPE events.
8. Expulsion from JETSCAPE.

Appeals Process:

Decisions reached without Council Approval may be appealed to the Council by communicating with the spokesperson, deputy spokesperson, JETSCAPE council chair, or the DE&I committee. All decisions reached by the council are final, although the permanence of any sanctions is left to the discretion of the council.