

**Section A: Motivation for developing a code of conduct:**

Maintaining a safe, sustainable, and productive working environment allows for the continuous learning of all members, which leads to the betterment and progress of all members, the scientific community and society more broadly.

**Safe:** *Our work environment should follow all biosafety guidelines and provide a safe space for each member to be accepted and heard. To be safe, we all have a responsibility to keep each other's best interest in mind both in and out of the lab.*

**Sustainable:** *To thrive both professionally and personally, we should all commit to taking care of each other and ourselves. This requires community and personal wellness, including respecting others and prioritizing our physical and emotional health. We do our best research when we are kind, understanding, and well-rested.*

**Productive:** *Our lab is a working and learning environment. While mistakes are inevitable, carelessness and recklessness are obstacles to completing our research. We must be committed to providing, accepting, and implementing constructive feedback to maintain our timelines of scientific advancement.*

**Betterment:** *As a community, we seek to improve ourselves as researchers and learners. We aim to continue the work of being an inclusive team and accepting individuals. Through continuous personal and group growth, we believe that we are best poised to achieve our goals of contributing to the betterment of the scientific community and society more broadly.*

**Progress:** *As a lab group, we intend to make significant professional advancements as individuals. The data we submit reflects our integrity and valor. It is the group's responsibility to go forth in science as curious, meticulous individuals. Through individual and group progress, we will achieve our goals advancing science and society through the dissemination of our novel research, which fills key knowledge gaps.*

**Section B: Purpose of this document:**

This document serves as a resource emphasizing and codifying our labs ethics and values for all current and future members.

**Section C: Lab ethics and values**

Each member of the HS Lab group is expected to behave in accordance with the lab ethics and values outlined below. These ethics and values are based on the following principles: inclusion, personal well-being, collegiality, accountability, scholarship, creativity and curiosity, and lab safety and community.

**Principle #1: Inclusion.** We firmly believe that our lab is strengthened by the collective sum of the individual differences, life experiences, knowledge, and self-expression of our respectful and considerate group members. In line with this belief and the belief that every individual who upholds a culture of mutual respect is deserving of respect and dignity, we strive to create an inclusive environment in which people across varying identities are and feel valued, welcomed, respected, included, represented, and heard and that they fully belong, can be authentic, can contribute to the collective, and have a voice.

- a. We acknowledge that diversity race, color, national origin, ancestry, ethnicity, immigration status, sexual orientation, gender, gender expression, religion, spiritual beliefs, physical and mental abilities, socioeconomic status, and life experiences.

- b. We expect every member of our group to participate in our ongoing efforts to educate ourselves on issues that affect underrepresented groups and protected classes, such as microaggressions, unconscious bias, white supremacy, white saviorism, euro-centrism, racism, sexism, anti-LGBTQ2I movements, and other exclusionary actions. This education includes at a minimum carefully reading or re-reading the materials in the “Essential readings for inclusion” folder annually in advance of our planned March Code of Conduct revisitation meeting. If you have any suggestions for the essential readings, please bring them up to Liz or the group at any time.
- c. As a diverse working group, we must all be committed to recognizing our own privileges, unlearning personal biases, and experiencing discomfort as we learn about other life experiences. We firmly stand against and are committed to calling out bigotry and discrimination of all forms. We understand that we are each works in progress and we have a safe environment to educate one another as needed.

**Principle #2: Personal well-being.** We believe that every individual is deserving of health and happiness. We also acknowledge that when our needs are not met, everything in life can become more difficult, including our work. For these reasons, we prioritize the personal well-being of each lab member.

- a. **Mental Health.** Many attributes of academic research are detrimental to mental health, including low pay, long time commitments to complete a PhD, year-by-year contracts for post-docs and research staff, uncertainty in your research, isolation in your research, career uncertainty, burnout, discrimination, and dealing with the stress and trauma of being a member of a historically excluded demographic group from the academy. All academic researchers come across some or most of these issues at some point in their career. We therefore strongly encourage and support everyone in the group to take an active and pre-emptive approach towards the maintenance of their mental health, including setting their own working schedule that works best for them, taking time off and vacations, saying no to taking on additional work, and attending appointments (medical or other) during typical working hours. If there is anything lab members can do to support you better, communicate those things if you feel comfortable.
- b. **Sleep and Rest.** Getting enough high-quality sleep every night is the number one thing that individuals can do to retain both physical and mental well-being. While it is easy to adopt a mentality and approach that sacrifices sleep for increased productivity this is often counterproductive. Burnout is a prolific and significant issue throughout the academic community and it is best prevented and countered with adequate sleep and rest.
- c. **Physical Health.** Members understand that they are not expected to come into the lab or continue working if they get sick or hurt. In the event of a physical injury or illness appropriate accommodations will be made for all members, and members are expected to communicate their limitations and plans for return to work clearly. We also emphasize that physical health, sleep and mental health are all tightly interconnected and affected by internal and external factors and that not all ailments are visible from the outside. Therefore lab members will always be respectful of others as you never know what someone may be going through.
- d. **Resources.**
  - i. Well-being, mental health, and counseling resources:  
<https://safety.colostate.edu/support-and-counseling-services/>

- ii. **Student Case Management:** In difficult situations, such as medical, mental health, behavioral, personal or family crisis, illness, or injury, a student may find it difficult to navigate the resources and services available. Student Case Managers consult with students, faculty, staff, families, and providers to offer guidance on the next best steps.  
<http://www.studentcasemanagement.colostate.edu/>

**Principle #3: Collegiality.** Collegiality refers to the cooperative and respectful interaction, collaboration, and relationship among colleagues working together in a professional or academic setting. It involves treating one's peers with mutual respect, support, and courtesy, regardless of their roles, backgrounds, or areas of expertise. The principles of collegiality include open communication, teamwork, a willingness to collaborate, and a positive working atmosphere where individuals work together harmoniously toward common goals. It is a fundamental aspect of promoting a productive and inclusive environment in our research laboratory

- a. **Respect.** Respect is an all-encompassing and foundational theme woven throughout the Code of Ethics. We recognize and understand that an atmosphere of mutual respect is invaluable to achieving our individual and collective goals as scientists. We believe respect is reciprocal; we respect others like we expect them to respect us. Respect includes listening to the opinions and ideas of each lab member and allowing lab members to freely express their thoughts without interrupting them or belittling their views. We uphold the dignity of each person and frown at any act that erodes the privacy and trust of any member of the group. Some of such prohibited actions include: raising our voices to others, gossiping, entertaining ill-talks about others to demean their persona, unwarranted negative criticism of colleagues, or embarking on a voyage of discovery of their personal lives.
- b. **Support.** We try to actively foster an environment where members feel loved and included as a team, and where relying on our peers is not only expected but encouraged.
- c. **Integrity.** Do what is right and fair. Keep your word. Be honest. Give credit to others when credit is due.
- d. **Attendance:** Be present and prepared for meetings. Respect others' time and commitments in and out of the lab.
- e. **Contribute actively:** Show up to meetings with a team-focused attitude. Be prepared to engage and help each other. Limit distractions during meetings and participate in group discussions and giving feedback. Share your insights and contribute to the collective learning experience. Support your colleagues during presentations (i.e., seminars, group meetings, MAM) by being present and encouraging.
- f. **Communication**
  - i. Maintain open and transparent communication. Share information, updates, and research findings promptly and effectively with the team. Be responsive to emails, messages, and inquiries in a timely manner.
  - ii. Communications via Slack are preferred. Make sure to check your Slack messages and email communications regularly and respond to such communications in a timely manner. While messages may be sent at any time, no lab members are required nor should feel obliged to reply to messages outside of their typical work hours. Each member should either have Slack notifications turned on during typical working hours or check their Slack for

messages at least twice per working day. If you will be unreachable for a day during the work week (Mon-Fri), notify Liz in advance.

- iii. Primary communications between individual lab members and members of specific groups will occur via Slack. Some important Slack channels that all members should be included in are:

- General
- Lab meetings
- Ordering
- Wet lab
- Reservations-lab
- Lab members may create new Slack channels as deemed necessary

g. **Sharing knowledge**

- i. Share your knowledge, expertise, and resources with your lab colleagues. Be willing to help train and mentor junior lab members (e.g., graduate students, rotation students, undergraduates), promoting their growth and development as scientists.
- ii. Share results and data with the PI and other appropriate lab members within a timely manner.
- iii. Be open/willing to participate in shared group presentation responsibilities (i.e., seminar, group meeting, MAM).

e. **Feedback**

- i. **Be open to feedback.** The goal of constructive feedback is to improve your work, not a reflection of you as an individual. Be open to accepting feedback from others in the lab with grace and a willingness to grow and learn.
- ii. **Giving feedback.** According to research, the ideal praise-to-criticism ratio is around 6:1. That is, in the most effective teams the average ratio of positive to negative comments is 5.6 (nearly six positive comments for every negative one). This is a reminder to in addition to providing helpful criticisms, identify and communicate positive aspects as well. Additionally, when providing criticisms, provide solutions as opposed to complaints whenever possible. Mistakes are inevitable and we should all feel safe to own them. A part of feeling safe is trusting each other to help us without negative personal judgements or attacks.
- iii. **Sincerity.** Be sincere with your apologies, feedback and praise.

f. **Collaboration**

- i. Foster a spirit of collaboration within the lab, amongst other labs in the department, and with international partners
- ii. Science doesn't happen in a vacuum, we all produce our best work through successful, productive, and meaningful collaboration. Encourage and support your fellow lab members in their research pursuits and seek opportunities to collaborate on projects when possible.

**Principle #4: Accountability.** Accountability is willingly accepting responsibility for your actions, behaviors, and decisions. Accountability builds trust that we can rely on each other.

Accountability both strengthens and is strengthened by all pillars of our group ethics and values.

- a. **Humility.** Accountability takes humility; arrogance is the antithesis of accountability. We expect lab members to remain humble in both their successes and failures.
- b. **Reliability.** Follow up and follow through on requests or questions. Arrive on time for meetings and activities. When needed, send prior notices to the relevant persons if we would be unavoidably tardy or absent from meetings or activities.
- c. **Goal setting.** Set specific, measurable, achievable, relevant, and time-bound (SMART) goals. Share these goals and your regular progress with the lab group and your mentors.
- d. **Growth mindset.** Having a growth mindset means having the belief that you have the capacity to learn, grow, and improve. Without a growth mindset, we would stagnate. Those with a fixed mindset struggle to change or improve because they think that no matter what they do, little will change. People with a growth mindset are continuously open to setting new goals, trying new things, and improving their skills and abilities.
- e. **Self-reflection.** Regularly evaluate your effectiveness, strengths, and progress toward goals. Identify your strengths and areas in which you would like to grow and improve.
- f. **Initiative.** Be proactive about identifying and implementing activities to help you complete tasks, grow, and improve. Prepare for tasks by gathering the proper tools and information ahead of time. When challenges arise, take the initiative to brainstorm possible solutions. Identify and seek out resources and support needed for your work and professional development.
- g. **Failures.** We all make mistakes; they are simply inevitable when we are learning and growing. The possibility of failure or making a mistake should not hold us back from trying new ideas. Openly acknowledge, document, and communicate your mistakes to Liz and/or your lab mates when relevant, and then focus on taking action to fix them. Failures and mistakes are valuable opportunities for learning and growth.

**Principle #5: Scholarship.** Scholarship is defined as academic achievement and high-level learning through intellectual inquiry, dissemination of knowledge and application of this new knowledge to the enrichment of society.

- a. **Academic integrity.** This includes data quality, reproducibility, transparency, and originality of work. Members will maintain proper organization of their samples, experiments, data and writing in SciNote. Entries to SciNote should be made on the same day as work is completed to minimize recollection error. Additionally, it is expected that each member's SciNote entries should be sufficiently detailed such that someone with no prior knowledge of their work could understand what they did in the lab on any given day. Such detail allows us to double-check ourselves and each other, find potential mistakes, recall past work and projects in greater detail than memory alone will allow for, teach others, and provide a framework to refresh ourselves on past experiments.
  - i. **Plagiarism.** According to Colorado State University (CSU): "Plagiarism is the unauthorized or unacknowledged use of another person's academic or scholarly work. Done on purpose, it is cheating. Done accidentally, it is no less serious. Regardless of how it occurs, plagiarism is a theft of intellectual property and a violation of an ironclad rule demanding "credit be given where credit is due". See the following resources:

- I. <https://writing.colostate.edu/guides/guide.cfm?guideid=17>
  - II. <https://guides.lib.umich.edu/c.php?g=1039501&p=7538393>
- b. **Innovation.** Conceptual and technical innovation are critical components to generating new knowledge that will be applied and advance the field. Without conceptual or technical innovation, we are simply replicating research that has already been done. We must always think about the knowledge gap we are filling with the research we pursue. Essential questions to consider are why this project and why now? Identifying knowledge gaps and opportunities to innovate is only possible by having an up-to-date and complete grasp on the relevant literature. Make goals, commit yourself, and set aside time for reading and synthesizing the literature regularly. Seek opportunities to learn about new technical and analytical tools through workshops or other platforms.
  - c. **Attention to detail.** While important in all aspects of life, attention to detail is essential when conducting research as even the slightest of variations or mistakes in a complex project or protocol can have serious consequences. Attention to detail means taking our work seriously, limiting distractions, triple-checking everything and asking ample questions so that individuals expand the depth of their understanding.
  - d. **Dissemination.** For better or worse, publications are the currency of science. Publications are essential tools for communicating our scientific findings and contributing to and advancing the field. Publications are also necessary for academic advancement and continuing to fund our research. The goals of our research should always include manuscript publication. Each project, person, and manuscript will have different timelines for journal submission for publication, and this is okay. For publications, it is important to make plans, set goals and timelines, revisit and reflect on those plans and goals, and hold ourselves accountable to our goals. We recognize that while publication quantity is important for the scholarship of our lab, we place more weight on the quality and innovation of our research and associated publications. We also place high value on many mechanisms for disseminating knowledge, including scientific and public presentations. Individuals should regularly seek out and pursue opportunities to present their research findings both locally and at relevant conferences.

**Principle #6: Creativity and Curiosity.** A sense of wonder fuels our curiosity, motivating us to learn more about the world. Together, curiosity and wonder inspire us to learn, grow, and pursue new ideas and experiences. We hope that by living by our core principles, we can help foster and tend to our creative and curious nature.

- a. The pursuit of knowledge starts from a place of not knowing and accepting this in a value-neutral manner from the onset (avoiding being harsh on yourself, while simultaneously remaining humble) is key to maximizing effectiveness and allowing oneself to explore new, exciting avenues of research.
- b. Maintaining separation from your science, such that your thoughts about your work do not impede your work's ability to speak for itself, is important; well-conducted science should carry itself beyond one's attachment to it, and the success of one's work should not (does not?) reflect on one's value.
- c. These values relate to both how we acquire new knowledge as well as how we transform existing knowledge into newly usable applications and introduce them into novel contexts; though these may occur separately they exist as related processes that work in tandem, and holding both in parallel is best.

- d. Creativity and curiosity speak to one's passion as a scientist; upholding the other principles is in part to affirm this as paramount to discovery, and that avoiding losing this 'spark' should be at the forefront of one's mind when encountering conflict or difficulty.

**Principle #7: Lab safety and community.** A clean, organized, and well-stocked lab keeps operations running smoothly for all. Aligning expectations and SOPs is an essential first step.

- a. **Plan ahead.** Use the TeamUp calendar for booking equipment and lab space in advance of your experiments. Rule of 3s: If you're going to book an instrument or space for more than 3 hours per day for more than 3 consecutive days, communicate your intentions to the group via the Slack "wet-lab-stuff" before booking. Ensure you have negotiated any potential time conflicts with other lab members before booking the extended time periods.
- b. **Maintaining supplies.** If/when you notice any consumable is running low, check if it is in the "Inventory" tab of the "Consumable inventory and ordering" spreadsheet. Please add a consumable if it is not in the inventory. Then, fill out the information in "Outstanding orders" tab of the same spreadsheet to request an order. Liz gets email notifications when a change is made to the spreadsheet, but it is also recommended to note it in the "ordering" Slack channel. If/when you notice any common reagent is running low, go ahead and make some more. Protocols for making common reagents are in SciNote. If you have questions or want help, use the 'wet-lab-stuff' Slack channel to ask for help.
- c. **Receiving packages.** Packages arrive at CVID daily from Monday to Friday at around 2pm, except on public holidays. Whenever you are in CVID in the late afternoon, be a friend and check the package area for packages for our research group. When you receive a package, unpack the box to check for storage temperature requirements. Look for the item in the "Outstanding orders" tab of the "Consumable inventory and ordering" spreadsheet. In the same tab, add the date received, your name, and then please store the item in the storage location indicated in the spreadsheet. Lastly, please dispose of packaging in appropriate receptacles. We can keep a small amount of styrofoam containers for reuse for shipping samples; however, you must also keep the shipping box that it arrived in. We are not able to ship styrofoam containers that are not contained in a shipping box. If we already have 3 styrofoam boxes in shipping boxes, please discard the styrofoam box in the dumpster outside.
- d. **Implement laboratory best practices for preventing cross-contamination.**
  - i. Separation of space: Items should not move between the designated areas (Pre-PCR clean, Pre-PCR DNA, Amplicon, DNA extraction room). The workflow in a given day should always go from Clean to DNA to Amplicon. Avoid going in the other direction in a single day. If you ever absolutely need to go the other direction, always change your gloves.
  - ii. Decontaminating your space: When working in a UV hood, before starting, wipe the surface, pipettes, and other items you will use with ethanol. Then UV the hood with all the items you will use/need inside for 15 minutes. If you are working on the benchtop, prior to starting your experiment, *ensure that you have 20% bleach that has been made within the past 7 days*. Liberally apply bleach to the work surface and any items you are using that you cannot UV, and allow for a 10-minute contact time with bleach. If bleach evaporates within the 10-minute contact time, add more. On the amplicon side, you can place small items in the UV crosslinker for 15 minutes. Always try to UV everything you will touch during

- an experiment (e.g. pen, calculator, sample tray, pipettes, magnets). Repeat all decontaminating steps after you finish your work.
- iii. **Pipetting:** Decontaminate your pipette before and after each use. Keep the pipette vertical when pipetting to prevent liquid from running into the pipette body. Release the push button slowly to prevent aerosol formation and uncontrolled liquid splashing. Change the tip after pipetting each DNA or amplicon sample. When pipetting primers, DNA extracts, and amplicons, use filter tips. Use non-filter tips for pipetting reagents. If pipette tips do not arrive pre-sterilized, always autoclave them before use.
  - e. **General tidiness.** Finish a pipette tip box before opening another one of the same. Either recycle empty tip boxes or move them to our empty tip box area if empty tip box supply is low. Do not leave empty pipette tip boxes on the lab bench. Finish reagents before making or opening new ones. Mark reagents that have been opened with a dot. Always return items back to their respective labeled places when you have finished using them. Empty used tips into biohazard waste when you are done working. When biohazard waste becomes full, autoclave the bag and then dispose of it. See Irma if you have never used the autoclave before or have questions about the process.
  - f. **Lab safety.** Lab members should ensure that they follow all safety guidelines and procedures. Complete all lab training when due. Refer to safety guidelines in your required trainings.
  - g. **Caring for equipment.** Be gentle and careful. Power down all instruments after you are done using them - this extends their life and is environmentally responsible. Also, hot items powered on creates a fire hazard. Report broken equipment on the “wet-lab-stuff” Slack channel.
  - h. **Sample inventory.** Document the location and metadata associated with all sample inventory in SciNote. Never move samples or consumables without updating their location in SciNote. Freezer #3 (the black chest freezer) is for storage of samples in projects that are in progress. Freezer #1 (-70 C) and Freezer #4 (-20 upright) are for long-term storage. The stainless steel refrigerator is for short term storage only; do not leave samples or PCR products in there for more than one month.
  - i. **Protocols.** General lab protocols are available in SciNote. New members should familiarize themselves with the protocols.

#### Section D: Planned revisitation and meetings to discuss how the code of conduct is working

On a bi-annual basis (September and March) lab members will set aside at least one weekly meeting dedicated to the discussion of the code of conduct and how it is working for lab health, sustainability and productivity. The purpose of this meeting is to revisit our principles and protocols to identify how we may modify the code of conduct to better support and guide our group. The purpose of this meeting is not to discuss specific infractions; our hope is that infractions are addressed as they arise so that specific issues do not simmer. One month prior to the bi-annual meeting, an anonymous form will be made available for individuals to anonymously propose amendments to the code of conduct. This meeting should include discussion of, but not be limited to:

- How the group feels about our effectiveness as a group in behaving in accordance with our guiding principles



- How do we feel individually about our personal effectiveness in behaving in accordance with our guiding principles? How could we improve individually?
- Through our guiding principles, are we achieving our goal of “maintaining a safe, sustainable, and productive working environment that allows for the continuous learning, betterment and progress of all members”?
- How can we modify our guiding principles to help us more effectively achieve our goals?
- The overarching goal of these meetings is to provide a dedicated time and place for safe, judgment-free, constructive conversation for the purpose of improving the lab environment for all members.

### Section E: In the event of conflict or infractions

We hope and believe that the members of our group share the same goals in creating a safe, sustainable, productive working environment that allows for the continuous learning, betterment, and progress of all members. To meet these goals, we also hope and believe that all members of our group will do their best to act in accordance with the code of conduct and fully honor our key Principles. If at any point you have been made aware or find that you have violated the code of conduct, offer a genuine apology and commit to learning and doing better.

We strongly encourage anyone who experiences or observes code of conduct infractions to take action. To take action, you have options and resources depending on your comfort level:

- Provide the infractor with a gentle reminder of the code of conduct.
- Notify Liz of the infraction
  - Email or private Slack message: Include as much information as you feel comfortable sharing regarding the following: the name of the infractor, when and where the incident took place, a description of the incident, the presence of witnesses and their names, and your preferred outcome or solution.
  - One-on-one meeting
  - Anonymous form: <https://forms.gle/ENGsXqMyfiD8v35U6>
- Seek conflict support outside of the lab
  - For students: Student Resolution Center for Conflict Resolution
  - For all employees: The Office of the Ombuds
  - For all employees and conflicts related to employee/supervisor: Human Employee Relations
  - For all employees and conflicts related to diversity and inclusion: Office of Inclusive Excellence

In the event of repeated infractions, the perpetrator will be invited to the Student Resolution Center for Conflict Resolution (if a student is involved) or the Office of the Ombuds (for all employees). As Conflict Resolution is an optional service, the individual doing harm must be committed to self-improvement in order to make amends with the persons being harmed. In the event that the individual doing harm refuses to attend Conflict Resolution or offer equivalent alternatives, they may be subject to disciplinary action.

### Resources:

- Employee Resources for Conflict Resolution: <https://employeeconflictresolution.colostate.edu/>
- Student Resolution Center: <https://resolutioncenter.colostate.edu/>

- “Voluntary, neutral, confidential support for students navigating disputes, procedural challenges, and interpersonal conflict. Services include conflict coaching, consultation, mediation, facilitation and restorative justice.”
- Office of the Ombuds: <https://ombuds.colostate.edu/>
  - “a confidential resource for all employees of Colorado State University who voluntarily seek help in resolving concerns and conflicts related to the workplace.
- Office for Inclusive Excellence: <https://diversity.colostate.edu/>
- Human Resources Employee Relations: <https://hr.colostate.edu/hr-community-and-supervisors/employee-relations>

## Section F: Prohibited behavior

Harassment, sexual harassment, discrimination, violence, abusive behavior, bullying, and retaliation are strictly prohibited and will not be tolerated under any circumstances. Should any individual conduct such behavior, disciplinary action will be taken in accordance with CSU policies. All individuals should review and be aware of CSU policies related to prohibited behavior:

- Bullying in the workplace: <https://policylibrary.colostate.edu/policy.aspx?id=729>
- Discrimination and Harassment: <http://policylibrary.colostate.edu/policy.aspx?id=710>
- Violence: <https://policylibrary.colostate.edu/policy.aspx?id=731>
- Sexual Harassment: <https://policylibrary.colostate.edu/policy.aspx?id=773>
- Retaliation: <https://policylibrary.colostate.edu/policy.aspx?id=777>

We strongly encourage anyone who observes any prohibited behavior to take action. To take action, you have options and resources depending on the nature of the prohibited behavior and the role of the individual engaging in prohibited behavior. In addition to the options listed in Section E (i.e. notifying Liz or seeking guidance from conflict support offices), you may consider filing a formal complaint:

- If both parties are students:
  - Discrimination complaints are filed to the Student Resolution Center
  - Sexual harassment, sexual misconduct, sexual assault, domestic violence, dating violence, stalking or retaliation are filed to the Office of Title IX Programs and Gender Equity
- If at least one party is not a student:
  - Discrimination, sexual harassment, and retaliation complaints are filed to the Office of Equal Opportunity
  - Sexual misconduct, sexual assault, domestic violence, dating violence, stalking, or retaliation complaints are filed to the Office of Title IX Programs and Gender Equity

### Resources:

- Reporting Resources: <https://supportandsafety.colostate.edu/resources/>
- Employee Resources for Conflict Resolution: <https://employeeconflictresolution.colostate.edu/>
- Student Resolution Center: <https://resolutioncenter.colostate.edu/>
- Office of the Ombuds: <https://ombuds.colostate.edu/>
- Office for Inclusive Excellence: <https://diversity.colostate.edu/>
- Office of Equal Opportunity (OEO): <https://oeo.colostate.edu/about-our-office/>
- Office of Title IX and Gender Equity: <https://titleix.colostate.edu/>

- Human Resources Employee Relations: <https://hr.colostate.edu/hr-community-and-supervisors/employee-relations>
- OEO where to file a complaint: <https://oee.colostate.edu/where-to-file-a-complaint/>
- CSU Policy Library: <https://policylibrary.colostate.edu/policy-browse.aspx?category=all>

**Section G: Commitment to adhering to the HS Lab Code of Conduct.**

We, the members of the HS Lab research group, have carefully reviewed the Code of Conduct as outlined above. We agree to uphold the lab ethics and values outlined in Section C, participate in a planned revisitation meeting in March 2024 as outlined in Section D, and address infractions as outlined in Section E. We have reviewed the CSU policies regarding prohibited behavior which are referred to in Section F; and if we feel safe to do so, we commit to reporting any prohibited behavior we observe using the resources available to us. By signing this document below, we are declaring our commitment to acting in accordance with the HS Lab Code of Conduct.

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