

This Code of Conduct was approved by the Board of Directors on 15 November 2018. It will appear in the Symposium Program and on the registration form for future symposia and workshops. Submitted by the Executive Committee.

Code of Conduct
The Freshwater Mollusk Conservation Society

The Freshwater Mollusk Conservation Society (FMCS) is an international scientific organization whose purpose is to conserve and advocate for freshwater mollusks. FMCS members and attendees of FMCS-sponsored symposia, workshops, meetings, or other FMCS activities (events) are expected to adhere to this Code of Conduct. FMCS is committed to providing a safe, productive, and welcoming environment for all participants and staff. All participants including, but not limited to, members, guests, attendees, speakers, volunteers, exhibitors, service providers, and others are expected to abide by this Code of Conduct. This Code of Conduct applies to in-person, electronic (text, email, social media), and written communications.

The FMCS leadership encourages anyone to contact FMCS Executive Committee regarding ways in which the Society can improve inclusion and diversity and encourage a stimulating and supporting atmosphere.

Expected Behavior

- Communicate openly with respect and consideration for others, valuing a diversity of views and opinions.
- Avoid personal attacks directed toward other attendees, participants, suppliers, or vendors.
- Be mindful of your surroundings and of your fellow participants.
- Speak up, intervene, or alert an FMCS board member if discriminatory or inappropriate behavior directed at others is observed or you notice a dangerous situation or someone in distress.
- Abide by the rules and policies of the event venue, hotels, FMCS-contracted facility, or any other venue.
- Request permission from speakers before recording or taking photographs during their presentations. Turn off any ringers or other disrupting devices during oral and poster sessions.

Unacceptable Behavior

It is important that our events be places where no attendee or staff is ever belittled, harassed, or made to feel unsafe. The following behaviors will not be tolerated:

- Harassment, intimidation, or discrimination in any form.
- Physical, written, or verbal abuse of any attendee, speaker, volunteer, exhibitor, service provider, or other event participant.

Examples of unacceptable behavior include, but are not limited to, unwelcomed physical contact; verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, or national origin; inappropriate use of nudity and/or sexual images in public spaces or in presentations; and threatening or stalking any attendee, speaker, volunteer, exhibitor, service provider, or other event participant.

Reporting Unacceptable Behavior & Consequences

All members, event attendees, and event staff are expected to abide by the FMCS Code of Conduct. Anyone experiencing or witnessing behavior that constitutes an immediate or serious threat to public or personal safety should locate a house phone and ask for security. If a security officer is not available contact 911. Once the person is out of danger, contact an FMCS executive officer. Anyone requested to stop unacceptable behavior is expected to comply immediately. If you are the victim of unacceptable behavior or have witnessed any such behavior, please immediately notify an FMCS executive officer.

Notification can occur by emailing, calling, or texting your concern to the FMCS President or the event services representative. After receiving a report of inappropriate behavior, the FMCS President, Executive Committee, and event services representative will assess the report and work with the complainant to determine the relevant facts, evidence, and most appropriate response.

Anyone filing a complaint concerning a suspected violation of the Code of Conduct must be acting in good faith and have reasonable grounds for believing the information disclosed indicated a violation of the Code of Conduct. Any allegation made with a malicious intent will be viewed as a Code of Conduct violation.

FMCS is committed to protecting the privacy of all individuals involved in the incident to the greatest extent practicable.

The FMCS Executive Committee reserves the right to take any lawful action deemed necessary in response to a violation of this Code of Conduct. This includes, but is not limited to, the immediate removal of the violator from the event without warning or refund. The FMCS Executive Committee may also elect to suspend the violator from future events. Repeated violations could result in loss of FMCS membership and a permanent ban on attendance at FMCS events.

Failure to adhere to the Code of Conduct is cause for removal from an event and/or suspension from membership in FMCS at the discretion of the Executive Committee. A Member may be suspended or removed from FMCS membership with cause by vote of two-thirds of the Board of Directors only after reasonable notice and an opportunity to be heard.