ANTON PANNEKOEK INSTITUTE OF ASTRONOMY

STATEMENT OF VALUES AND CODE OF CONDUCT

OUR VALUES

The Anton Pannekoek Institute of Astronomy at the University of Amsterdam (API) shares our university's unwavering commitment to excellence, inclusion and respect. We are a diverse community of faculty, students, scientists, staff and visitors, who strive toward an environment for our research, teaching and learning that is professional, inclusive and collaborative, and in which everyone is treated with equity and dignity.

Excellence in Research & Learning

We commit to providing a world-class academic environment, by bringing together leading researchers and educators and by giving them access to the best facilities and ideas. This includes:

- Conducting rigorous scholarship and influential research.
- Providing excellent learning experiences inside and outside the classroom.
- Supporting and encouraging academic freedom.

Integrity, Professionalism & Collaboration

We commit to acting in a professional manner as individuals, in teams, and across the astronomy community, regardless of rank and role. This includes:

- Behaving responsibly, professionally and ethically in all our work and working relationships, by adhering to the Netherlands Code of Conduct for Research Integrity[1]
- Clearly defining and communicating our expectations and standards of excellence.
- Striving to keep our commitments to each other.
- Helping community members maximize their potential and ensuring that their contributions are recognized.

Diverse & Inclusive Academic Community

We commit to fostering and defending an equitable and inclusive environment. This includes:

- Treating all scientists, students, staff and visitors equitably, regardless of age, citizenship, ethnic origin, creed, disability, family status, gender identity, gender expression, sexual orientation, or any of the other prohibited grounds under Netherlands law[2]
- Welcoming and valuing the diverse backgrounds, identities and expectations of our community.
- Recognizing that a diverse community strengthens our research and teaching by broadening our perspectives and approaches.
- Working to identify and correct biases in all our admission, recruitment, promotion, and evaluation processes.

Respect & Courtesy

We commit to maintaining a collegial work environment in which we all treat each other with dignity, courtesy and respect, regardless of position or status in the department, and for all our activities both on and off campus. This includes:

- Establishing a safe and supportive workplace and learning environment, free from harassment, discrimination, bullying, physical or mental abuse, or other harmful behaviour.
- Being respectful of others' right to express their own points of view.
- Acknowledging the work of administrative, technical, janitorial and other support staff who play a vital role in the successful functioning of our organisation.
- Being constructive and professional in interacting with others and in providing feedback on their work.
- Maintaining University-defined norms[4] of behaviour in all our activities.

CODE OF CONDUCT

The Anton Pannekoek Institute of Astronomy is committed to ensuring that all members of our community are aware of and adhere to University of Amsterdam policies[3]. This includes making its science, training and public outreach activities productive and enjoyable for everyone, regardless of gender identity, sexual orientation, disability, physical appearance, body size, race, nationality, religion, or any of the prohibited grounds as set out in Netherlands law[2]. In so doing, the Anton Pannekoek Institute aspires to be an equitable and inclusive environment free of discrimination and harassment, where all members of our community are treated with dignity and respect.

The Anton Pannekoek Institute (API) expects all scientists, students and staff who are members, associates or visitors in all their professional conduct to encourage behaviour, language and attitudes which will create a favourable environment, free of discriminatory actions, stereotyping and harassment. We expect the same of participants and instructors in API training programs, workshops, conferences and all other events or activities sponsored or organized by the API.

All members of our community are expected to follow these guidelines:

1. Behave in a professional manner as outlined in the University's Code of Conduct.[3] This includes:

   - Treating others with dignity, courtesy, respect, politeness and consideration.
   - Being respectful of others' right to express their views, even if you disagree.
   - Managing conflict with others in a respectful way rather than in a confrontational way.

2. The API will not condone unprofessional behaviour that violates any of the University's Policies, such as:

   - Profanity, abuse, shouting, aggression, violent language, or inappropriate physical contact directed at an individual or individuals.
   - Humiliating, degrading, demeaning, belittling, insulting, frightening, harassing or intimidating another person.
   - Making sexist, racist, or exclusionary comments or jokes.
   - Using sexual or sexist language or imagery.
   - Use of alcohol that is irresponsible, illegal, or breaches other obligations that the individual has to the University.

3. All communication, whether it be in person or electronically, should be kept appropriate and respectful for a professional audience including people of many different backgrounds and identities.
4. Be kind to others. Do not insult or put down peers, colleagues or attendees.

The API wishes to maintain a collegial environment in which all members of our community behave in a respectful and courteous manner. All individuals are expected to respect the values outlined in this Statement regardless of the influence presented by alcohol and/or drug use. Those engaging in inappropriate behaviour may be asked to leave events by relevant event organizers (without refund of any registration or admission fee). Additional measures (e.g. discipline, termination of contractual relationship) may be taken, depending upon the individual's relationship with the University.

Individuals who are concerned that there has been a breach of any policy or guideline referred to in this Code of Conduct should raise their concern in accordance with the process set out in the applicable policy/guideline[4]. Further, or in situations where there is no process set out in a policy/guideline, concerned individuals may contact the program/activity organizer, the Institute Director, the appropriate HR manager or confidential advisor.[5]

In case of emergence, contact police or other services at telephone number 112.

This document is based on the Dunlap Institute Statement of Values and Code of Conduct, as amended to reflect local law and custom in Amsterdam and The Netherlands. That in turn was inspired on the Rotman Statement of Values[6] and the London Code of Conduct[7]

Last updated 20 January 2020.

---

[1] https://www.vsnu.nl/files/documents/Netherlands%20Code%20of%20Conduct%20for%20Research%20Integrity%202018.pdf

[2] https://www.government.nl/topics/discrimination/prohibition-of-discrimination

[3] https://student.uva.nl/en/content/az/confidential-adviser-for-undesirable-behaviour/code-of-conduct/code-of-conduct-for-staff-and-students.html?1578577214417

[4] https://student.uva.nl/en/content/az/confidential-adviser-for-undesirable-behaviour/what-to-do/what-to-do.html

[5] https://student.uva.nl/en/content/az/confidential-adviser-for-undesirable-behaviour/contact/contact.html

[6] https://www.rotman.utoronto.ca/Connect/AboutRotman/OurValues

[7] This code of conduct is based on the "London Code of Conduct", as originally designed for the conference "Accurate Astrophysics. Correct Cosmology", held in London in July 2015. The London Code of Conduct was adapted with permission by Andrew Pontzen and Hiranya Peiris from a document by Software Carpentry](http://software-carpentry.org/conduct.html), which itself derives from original Creative Commons documents by PyCon and Geek Feminism. It is released under a CC-Zero licence for reuse. To help track people's improvements and best practice, please retain this acknowledgement, and log your re-use or modification of this policy at https://github.com/apontzen/london_cc.