

# SEOS Charter of Values and Code of Conduct

Members of the School of Earth and Ocean Sciences commit to providing an environment for teaching, research, and employment that is respectful, supportive, equitable, inclusive, and accessible. This Charter of Values and Code of Conduct sets norms for the policies and practices of SEOS as an academic unit as well as the individual behaviour of all SEOS members (faculty, staff, and students). Acting on these commitments is a shared responsibility of all SEOS members. It is intended that the Charter & Code

- Be normative rather than prescriptive
- Inform new policies, procedures, and initiatives within SEOS
- Be reviewed by new students and employees with their supervisors
- Be reviewed annually by the SEOS EDI Committee

The Charter & Code affirms the [UVic Discrimination and Harassment Prevention and Response Policy](#), the Equity Action Plan priorities of the Faculty of Science [Note: under development], and the [Tri-Faculty Student Code of Conduct](#), while recognizing the existence of barriers and challenges specific to SEOS. It also affirms the EDI principles articulated in by the [Tri-Agency Statement on Equity, Diversity, and Inclusion](#) and the [Scarborough Charter](#). Through this Charter & Code, all SEOS members commit to respectful and professional interactions with all members of SEOS, UVic, and the broader community. For clarity, the terms equity, diversity, and inclusion are used in accordance with the definitions provided in the [UVic Equity Action Plan](#).

## Department Processes

SEOS commits to

- Equity, diversity, inclusion, and accessibility as core values in departmental decision-making processes
- Transparency in criteria and equity as guiding principles in recruitment and hiring (including appointments of teaching assistants), in accordance with university policies and collective agreements, with a focus on fostering a diverse complement of faculty, staff, and students
- Transparency and equity as guiding principles in allocation of departmental responsibilities and resources for faculty and staff

- Continuing to ensure broad representation in departmental decision-making by including undergraduates, graduate students, post-doctoral fellows, and staff on relevant committees
- Supporting opportunities for SEOS members to develop leadership skills (e.g. through participation in university-level governance)
- Supporting public outreach activities
- Recognizing and respecting SEOS members' personal commitments outside of work, such as family and caregiving
- Fostering a culture of honest and forthright communication regarding departmental priorities and decision-making
- Supporting, working with, and increasing awareness of organizations supporting equity-deserving groups within and outside of UVic
- Continued support of, advocacy for, and engagement in Faculty- and University-level EDI initiatives
- Taking appropriate action regarding alleged violations of UVic policies such as the [Discrimination and Harassment Prevention and Response Policy](#)

## Training

All SEOS faculty and staff commit to taking university-provided training that is appropriate to their role, including supervisory skills, EDI practices, and Indigenous Cultural Acumen Training.

## Teaching and Mentorship

SEOS commits to

- Supporting the provision of academic, teaching, and professional mentorship for all graduate students, faculty, and staff
- Providing respectful, inclusive, and welcoming teaching environments
- Ongoing efforts to increase accessibility of courses and experiential learning opportunities by addressing existing barriers to learning
- Supporting educational programs acknowledging the diversity of contributors to science as well as historical and current injustices related to scientific practice

- Providing clear and transparent communications to students regarding program requirements and expectations, as well resources and supports available to them
- Providing clear and transparent information for graduate students and postdoctoral fellows regarding financial support and workload expectations
- Actively supporting participation of historically underrepresented groups in SEOS programs, through e.g. mentorship programs, recruitment processes, and award nominations

## Research

SEOS affirms valuing a diversity of scholarship, consistent with similar commitments in the [Collective Agreement](#), the [Faculty of Science Evaluation Policy](#), and the [Unit Standard](#). SEOS commits to ensuring that EDI and human rights perspectives and Indigenous sovereignty are accounted for in research design, and that any work involving interaction with outside partners (such as government organizations or communities) is respectful and mutually beneficial.

## Field work

SEOS commits to

- Ensuring that field work for teaching and research is conducted in a safe and supportive environment for all participants, acknowledging a diversity of access needs and the increased vulnerability in field settings of members of underrepresented communities.
- Identifying and working to address barriers to full participation in field work
- Ensuring that field work is respectful of communities and Nations in which it occurs
- Actively seeking effective collaboration with and giving full credit to local communities and researchers
- Following University-level regulations, including submitting field safety plans to the required offices when relevant.
- Obtaining the required permits to conduct fieldwork and sample collection in any location, land or ocean.

## **Communication**

SEOS commits to ensuring that equity, diversity, inclusion, and accessibility information (including the existence of the Charter & Code) be included in student recruitment material and information sessions. SEOS commits to ensuring that descriptions of EDI reporting procedures are clear and up to date.

## **Accountability**

SEOS commits to transparency and accountability regarding the commitments made in the Charter & Code. This commitment includes active engagement with and support of the SEOS EDI Committee in its advisory role.

## **Reporting and Support**

**SEOS members who have concerns related to equity, discrimination, or harassment are encouraged to seek advice or support through appropriate channels. Information about available supports and reporting options may be found through University resources such as the [Equity & Human Rights](#).**