

**The Rubin Observatory Legacy Survey of Space and Time (LSST)
Active Galactic Nuclei Science Collaboration (AGN SC) Charter:
Code of Conduct**

Guiding Principles:

All members participate and contribute on equal terms.

The social climate within which all research, collaboration and interactions are conducted will be respectful and professional.

All members can expect that their contributions will receive fair and appropriate credit in all forums.

The default expectation is that research will be conducted openly and be accessible in a timely manner to all members. Exceptions should be rare and well justified.

Reading and agreeing to this policy *is a condition for membership* to the LSST AGN Science Collaboration.

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The purpose of this document is to assure that the Rubin Observatory Legacy Survey of Space and Time (LSST) AGN Science Collaboration (AGN SC, also referred to here as “the Collaboration”) is a respectful, supportive environment where scientists from different backgrounds and at different stages of their careers feel comfortable and safe, and can reach their scientific potential. This policy creates a framework for ethical decision making within the Collaboration. As it is impossible to exhaustively cover all possibilities, the AGN SC recognizes the above Guiding Principles which establish a common set of shared expectations that all members may rely on and shall adhere to in all aspects of their participation in this Collaboration. We derive the following Code of Conduct from these Guiding Principles, and in all cases where interpretation of this Code is necessary, the Guiding Principles shall be the primary guide to its application.

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Values

Diversity is considered to be a resource that enriches us culturally and intellectually in the Collaboration. AGN SC members are expected to maintain a supportive, respectful, collaborative attitude and a supportive, collaborative environment that fosters creativity and leads to rigor and excellence. Concerns about and violations of the Code of Conduct should be reported directly to the Collaboration co-Chairs.

Ethical principles

The AGN SC has a zero-tolerance policy for discrimination, harassment, bullying, or scientific misconduct.

Discrimination

refers to any instance of differential treatment of AGN SC members relating to attributes of the member including, but not limited to: (alphabetically) age, disability, ethnicity, gender, gender expression, gender identity, nationality, physical appearance, political affiliation, pregnancy, race, religion, sexual orientation, and status as a caregiver, directly (in the presence of the member) or indirectly (when referring to the member with other members of the collaboration). *The LSST AGN SC does not tolerate discrimination. Members are expected to treat each other with equity and respect, regardless of personal attributes.*

Harassment

refers to behaviors intended to bother, disrupt, diminish, marginalize, or isolate a member of the AGN SC through verbal, non-verbal, or physical actions. Behaviors and language acceptable to one person may not be to another. Members must make every

effort to ensure that words and actions communicate respect for others and are perceived as respectful. In particular, sexual harassment including, but not limited to, inappropriate verbal and physical conduct, unwelcome sexual advances, and requests for sexual favors, is not tolerated in the AGN SC.

The LSST AGN SC does not tolerate harassment. Members are expected to treat each other with respect at all times.

Bullying

includes physically or verbally abusing, intimidating, disparaging, excluding, spreading rumors or insinuations about a member or group of members of the AGN SC. *The LSST AGN SC does not tolerate bullying.*

Scientific Misconduct

includes falsification of data or results, plagiarism, and taking credit for or otherwise taking advantage of intellectual property of other members of the AGN SC without explicitly recognizing their contribution, including ideas, methods, and software and any other science tools. Members of the Collaboration must perform research in a well-documented and ethical manner, and the onus is on each Member to keep the Collaboration informed about their work that relates to LSST AGN science at regular intervals. More detailed Publication Guidelines and Rules are specified in [the LSST AGN SC Publication Policy](#) document.

Members of the Collaboration who have achieved “core member” status (see [the LSST AGN SC Publication Policy](#) and [AGN SC Charter](#)), have the right to be co-authors in the publication if their scientific input or their service to the Collaboration as a whole facilitated the publication according to the rules and guidelines defined in [the LSST AGN SC Publication Policy](#). However, taking advantage of this policy and requesting to be included on publications that did not benefit from one’s work, service or scientific expertise, is considered scientific misconduct (according to general publishing ethics standards, e.g. <https://aasopenresearch.org/about/policies#aaa>) and it violates [the LSST AGN SC Publication Policy](#) and this Code of Conduct.

In person (including virtual) AGN SC meetings

The AGN SC is committed to conducting meetings that are productive and enjoyable for everyone. The AGN SC will not tolerate harassment of participants in any form. All meeting sign up forms for AGN SC meetings must contain the paragraph below:

By attending an AGN SC meeting you agree to:

Behave professionally. Exclusionary or offensive comments or jokes related to personal attributes are not appropriate. Discrimination, harassment, bullying are not tolerated, as described by the AGN SC Code of Conduct under the Ethical Principles Section.

Unacceptable behavior also includes, but is not limited to, sustained disruption of talks or other events, unwelcome physical contact, sexual attention or innuendo, insinuation, intimidation, stalking, patronization, diminishing participants' ability or knowledge. Do not insult or put down other meeting participants. Do not interrupt or speak over another participant.

Communicate appropriately, including while delivering presentations. Aim for a professional audience including people of many different backgrounds. Sexual language and imagery are not acceptable.

Consent for photography may be assumed unless otherwise indicated by the participant. Video and audio recording of talks and presentations, and any other working session of an AGN SC meeting is allowed for the purpose of distribution *within the collaboration*. Sharing such recordings more broadly than within AGN requires the explicit consent of the presenter.

Any participant who wishes to discuss violations of the Meeting Code of Conduct can report the behavior officially to the AGN SC co-Chairs, thus issuing a formal complaint. If the participant does not wish to submit a formal complaint, they can speak in confidence, to members of the designated AGN Ethics Panel. No action will be taken by the AGN Ethics Panel upon information received from a complainant without the knowledge and assent of the complainant (*note that Title IX may require some individuals to report under certain circumstances. Please make sure that you understand the*

implications of reporting to a specific person. Title IX obligations will be disclosed by individuals as they join the Ethics Panel).

The meeting organizers are responsible for distributing the information above and assuring that all participants commit to respect the in-person-meeting Code of Conduct.

Accountability

Every member of the collaboration is responsible for their own actions, regardless of seniority, position, achievements, role within the collaboration, or duration of their involvement with the collaboration. Disciplinary action (below) will be taken for violations of the Code of Conduct on an individual basis, even when violations of the Code of Conduct are perpetrated by a group; all members of the group violating the Code of Conduct will be considered individually responsible for their actions.

AGN SC Ethics Panel

The AGN SC shall maintain an Ethics Panel whose role is to provide support to all members who have concerns relating to this Code of Conduct. Members can solicit advice and discuss their concerns with any member of the Panel in confidence if they wish, without making a formal complaint.

The AGN SC Ethics Panel shall be comprised of two AGN SC members at all times, and shall exclude the current co-Chairs. Efforts shall be made to make ensure that the panel is gender diverse and further that its members are at a different seniority level--to assure that all members of the collaboration can be comfortable reporting their concerns. The Ethics Panel shall be elected by all AGN SC full members and rotates every two years, with a one year offset between the two board members. The current membership of the Ethics Panel shall be made public and accessible to all members.

Due Process and Disciplinary Procedures

Violations of the Code of Conduct should be reported promptly, and privately, to the AGN SC co-Chairs (by email, phone, or in person). *This constitutes a formal complaint*

and the co-Chairs are responsible for promptly documenting any complaints brought to their attention.

The co-Chairs are required to address the complaint imposing disciplinary action as appropriate. The co-Chairs will, to the best of their ability, conduct a discreet, rapid and fair investigation into any complaint until resolution. The co-Chairs will evaluate the report and ponder evidence of the violation. We acknowledge that, in many cases, evidence may rely entirely on the victim's report, and members who feel harassed, bullied, discriminated, marginalized, or otherwise affected by any behavior of AGN SC members that violate the AGN SC Code of Conduct, are encouraged and should feel comfortable sharing their concerns with both the Ethics Panel members and the co-Chairs. Confidence will be maintained during the investigation to the extent that this is feasible and it does not interfere with the priority of conducting a fair and thorough investigation.

The co-Chairs will decide on appropriate action, which may include mediation between affected parties where appropriate and/or disciplinary action in a manner which is commensurate with the circumstances. Disciplinary measures may range from a verbal warning to removal from the AGN SC, permanent exclusion from AGN SC meetings, and reporting the perpetrator to the LSST Collaboration ethics boards and to the designated bodies within LSST Corporation and LSST Project. Repeated offenses perpetrated by the same AGN SC member will incur in progressively more severe disciplinary actions.

If the person witnessing or suffering from a violation of the Code of Conduct *does not wish to issue a formal complaint*, they can speak *in confidence*, to members of the designated AGN SC Ethics Board. The Ethics Board can advise on action, including but not limited to, the issuing of a formal complaint, but is bound to confidentiality as desired by the person reporting.