

# Diversity in Conferences, Meetings and Workshops

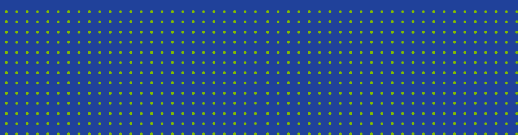


# DIVERSITY IN CONFERENCES, MEETINGS AND WORKSHOPS

Diversity in all its forms is one of our institute's core values. It is behind the strength of the ICFO community and an important factor in all of our accomplishments. Therefore, all efforts should be made to promote diversity in all institutional activities including conferences, meetings, and workshops that are organized by ICFOonians, that take place at our institute and/or in which ICFOonians participate.

Conferences, meetings, and workshops are important avenues for sharing and presenting science, networking, and career development for academic and professional staff, and for students. With this in mind, and acknowledging that there are under-represented groups both at our institute and in the scientific areas where ICFO is most active, we pledge to consciously work to promote equity, diversity and inclusion at all types of events that are associated with our institute. We hold that this aspiration is fully consistent with the desire of event organizers to invite the highest quality speakers and to achieve the most thought provoking and productive exchange of ideas for all participants.

**Conferences, workshops, and events that do not reflect ICFO's values and goals for diversity and research excellence should not take place and will not be promoted on ICFO's communication channels (web, social media, photos in general, etc). Event organizers who have dissemination deliverables related to funding are advised to take this into account as part of planning.**



The following are examples of best practices, aligned with ICFO's values and goals for research excellence, which we expect all ICFOnians to take into consideration:

**1** Organizing Committees: Diverse events start with diverse organizing committees. A committee that represents a variety of perspectives, (gender, geography, ethnicity, seniority, etc.) will likely ensure that the potential speaker list reflects its own diversity.

**2** Program and Speakers: Work towards pre-defined goals to ensure that under-represented groups are adequately represented in the event program/speaker list. This may require that committees think beyond the list of "usual suspects", invite speakers at different career levels, consciously consider the gender composition of the program, etc.

- Avoid panels that are all-male or all-female
- Consider diversity in roles: key notes, session chairs, panelists, parallel session speakers, poster presentations, etc.

**3** Accessibility: Consider location, schedule, length of event, options of on-line attendance, etc., to make events as accessible as possible to parents and caregivers, participants with a variety of budget restraints, disabilities, etc.

**4** Participation: (personal initiative) When considering the types of events to participate in, it is advisable to take into account the diversity profile of speakers and attendees. In the event that the organizers have not taken sufficient measures to offer programs with reasonable levels of diversity, ICFOnians may choose to recommend expert speakers that introduce an element of diversity that is lacking, or recommend more junior scientists who, in addition to offering needed diversity, have important contributions to add to the discussions.

**5** Conduct: The ICFO community does not tolerate any type of conduct or behavior considered harassment or bullying and has clearly defined policies against harassment which must be accepted by all participants in any event organized by ICFOnians and/or that takes place at our institute.

## REFERENCES & ADDITIONAL RESOURCES:

IMPERIAL COLLEGE CONFERENCE POLICY:

<https://www.imperial.ac.uk/equality/governance/policies/conference-policy/>

REACH:

[https://reachwater.org.uk/wp-content/uploads/2019/05/2019\\_05\\_22\\_Inclusive-Conference-Guide-1.pdf](https://reachwater.org.uk/wp-content/uploads/2019/05/2019_05_22_Inclusive-Conference-Guide-1.pdf)

500 WOMEN SCIENTISTS:

<https://500womenscientists.org/inclusive-scientific-meetings>

EQUALITY, DIVERSITY AND INCLUSION IN SCIENCE AND HEALTH:

<https://edisgroup.org/>

ALBA NETWORK CONFERENCE GUIDELINES:

<https://www.alba.network/diverse-conference-guidelines>

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