

### **Statement on Professional Conduct for Graduate Research Trainees and Faculty**

We are committed to maintaining and modeling the highest professional and ethical standards in our academic and research activities.

In this context, we will:

- carry out research with the highest ethical standards, providing a positive example for our staff and trainees and in our community
- rise above rivalries or disagreements with colleagues as we undertake our responsibilities as researchers, departmental citizens, and colleagues
- interact with staff, faculty, and trainees in a professional and collegial manner while respecting their needs to allocate time among competing demands
- impartially evaluate performance regardless of religion, race, sex, gender, sexual orientation, nationality, or other non-germane criteria
- maintain the appropriate degree of confidentiality in communicating with lab members, faculty and trainees, and avoid discussion of performance or other non-germane issues with other trainees or among faculty members
- withdraw from a supervisory, advisory, or collaborative role when there is an amorous, familial, or other relationship that could result in a conflict of interest
- undergo continuous and open discussion about authorship as projects evolve
- acknowledge all contributors when presenting research orally, in publications, or applications for intellectual property protection
- ensure that teaching or research assistant experiences contribute to trainee professional and research development
- model professional communication whether in informal conversation, or formal writing, phone, email, text and respond to requests for feedback within a specified timeframe that is in keeping with high research performance

- encourage trainee and Advisory Committee member interaction by:
  - meeting frequently to stimulate and encourage creativity and independence
  - respecting freedom to express opinions that may differ from their supervisor and committee members
  - providing a consensus-based approach for resolving conflicts without threat of retaliation
  - creating a clear understanding of research and training goals, including time to undertake didactic or professional training, providing opportunities for feedback with the aim of providing strong letters of reference for promotion, scholarship, and employment
  - formalizing and enabling time lines that are specific as possible for completion of thesis research, manuscripts, and submission within the guidelines maintained by Western for MSc and PhD graduate programs