

# **CAP LTER CODE OF CONDUCT**

February 2026

CAP LTER is committed to fostering research, education, and community engagement in a welcoming and inclusive environment. All people, including all researchers, faculty, students, postdocs, staff, and community partners, are expected to treat each other in a respectful and professional manner. We are all responsible for holding our community to standards of conduct. In addition to following our own institutional policies, we ask all members of the CAP LTER community to support and adhere to our norms of respectful and professional conduct.

## **Our Values**

The CAP LTER community has the following values that guide expected conduct:

- Act ethically and with integrity
- Actively strive to counter bias, disparities, racism, and prejudice of any kind
- Amplify good ideas and credit the originators
- Avoid conflicts of interest and commitment
- Be fair, respectful, and understanding to others, regardless of status
- Be welcoming and inclusive of all people
- Carefully manage public, private, and confidential information
- Commit to increasing inclusivity in research, training, and outreach
- Do not mislead, present evidence honestly
- Ethically conduct research, teaching, and community engagement
- Manage, supervise, instruct, and advise responsibly and with care
- Preserve academic freedom
- Promote a culture of compliance with legal requirements
- Promote overall well-being, including physical and mental health and safety
- Protect, preserve, and responsibly use CAP resources and property

## **Guidelines and Values for Community-Engaged Research**

- Approach engagement with sincerity
- Build reciprocal relationships with community's interest first
- Comply with IRB processes & tribal approval process prior to start work
- Connect before collaborating. Make time to build trusting relationships
- Deliver what you promise
- Engage community as early as possible in the process of research
- Give back to the community
- Seek to build a safe, collaborative environment for all participating partners
- Set clear, mutual expectations and a memoranda of understanding (MOU) that documents and articulates the agreed expectations of all collaborators
- Share the CAP code of conduct and values with community partners and request to learn and discuss how it aligns with their code of conduct and values
- Share accessible research updates regularly with community partners
- Support community partners in leveraging the research to advocate for their needs
- Support and sustain meaningful engagement until expectations have been met

## **Community-Engaged Research within CAP**

Community-based or community-engaged research is characterized by community involvement in any, or ideally all, phases of the research process. CAP is increasingly conducting community-engaged research, including research in collaboration with tribal communities. Partnerships established with these local communities take time to develop and must be cultivated with care and respect. Partnerships should be built on cooperation, collaboration, and negotiation. **CAP researchers participating in community-engaged research are encouraged to take CITI training to learn about ethical practices in community-based research:** <https://researchintegrity.asu.edu/human-subjects/training>.

## **Unacceptable Behavior and Accountability**

The CAP LTER community has zero tolerance for the following unacceptable behaviors:

- Bullying, microaggressions, and other abusive conduct
- Discrimination of any kind
- Illegal or unauthorized possession, use, or sharing of weapons, drugs, or alcohol
- Retaliation
- Scholastic dishonesty
- Sexual harassment, sexual assault, stalking, and relationship violence
- Theft, property damage, or vandalism
- Unauthorized use, including misuse, of facilities, equipment, or services
- Unethical research, including falsification of data or information
- Violation of University rules or Local, State, or Federal Laws

Because of the nature of CAP LTER, we have limited accountability and enforcement mechanisms, however, depending on the nature, severity, and persistence of the offense and the impact of the offense on others involved, there may be suspension or expulsion from the CAP LTER community.

University or Institutional level accountability or sanctions will be based on reporting and mechanisms within the home institution and may include one or more of the following:

- Warning
- Probation
- Restitution
- Reassignment of work activities
- Termination of employment, or paid or unpaid leave of absence

## Links and Resources for Reporting and Support

Report suspected or alleged misconduct to any or all of the following:

- A supervisor or instructor
- CAP LTER Director (Becky Ball, [becky.ball@asu.edu](mailto:becky.ball@asu.edu)), Program Manager (Mark Watkins, [mark.watkins@asu.edu](mailto:mark.watkins@asu.edu)), or another CAP Community Committee Member who will act as an ombudsperson\*
- CAP LTER ASU's Office of Rights and Responsibilities ([urr@asu.edu](mailto:urr@asu.edu); 480-965-5057, Report Form: <https://ourreportform.questionpro.com/> and policy on reporting: <https://provost.asu.edu/policies/procedures/p20>)
- ASU's Equal Opportunity and Affirmative Action (EOAA) Title IX office and Report and Investigation Procedure. ([TitleIXCoordinator@asu.edu](mailto:TitleIXCoordinator@asu.edu); 480-965-0696)
- ASU Police Department: (480) 965-3456
- If you are not an ASU affiliate, your own institution's Title IX Office or Campus Safety

### CAP LTER Internal resources

- [CAP LTER Authorship policy](#)
- [CAP LTER Field Guide](#)

### ASU policies and resources:

- Academic Affairs Manual - Code of Ethics: <https://policy.asu.edu/#doc1541094>
- Behavior Response Team: <https://cfo.asu.edu/behavior-response-team>
- Ethics and Compliance ASU Hotline - <https://cfo.asu.edu/asu-hotline>
- Policy to Protect Individuals from Retaliation: <https://policy.asu.edu/#doc1541854>
- Safety Support for Faculty & Staff: <https://cfo.asu.edu/behavior-response-team>
- Sexual Violence Awareness & Response: <https://sexualviolenceprevention.asu.edu/resources>
- Student Advocacy & Assistance: <https://eoss.asu.edu/dos/student-advocacy-and-assistance>
- Student Learning Grievance: <https://eoss.asu.edu/accessibility/policies/grievance>
- Student Code of Conduct: <https://eoss.asu.edu/dos/srr/codeofconduct>
- Student Rights and Responsibilities: <https://eoss.asu.edu/dos/srr>

### Additional Resources and Trainings

- Bystander Intervention resources: [Here](#) and [there](#)
- What are Microaggressions and how to respond: <https://serc.carleton.edu/advancegeo/resources/microaggressions.html>
- What is Harassment, bullying, and discrimination: <https://serc.carleton.edu/advancegeo/resources/definitions.html>

\*The CAP Community Committee will act as ombudspeople. An ombudsperson's responsibility is

1. To hear and respect any individual's concerns about conduct violations, offer support for targeted individual, and, if appropriate, take action to remind offender of responsibility within the CAP LTER code of conduct.
2. To report any and all violations related to sexual harassment, discrimination, harassment, or retaliation to the ASU Office of Rights and Responsibilities and/or Title IX office. We are **required to report any allegation of sexual harassment to the ASU Title IX office**. Please review ASU's Report and Investigation Procedures. <https://provost.asu.edu/policies/procedures/p20>