CTDA Code of Conduct
Draft April 15, 2021

Sustaining an inclusive and accessible culture and representation in the repository is integral to our mission to connect, preserve, and share a wide range of digital resources. The Code of Conduct (CoC) explains the expectations of behavior for members of the Connecticut Digital Archive (CTDA) community in all connectivity and communications mechanisms with our co-workers, content managers, CTDA In Context coalition participants, Slack, public meeting, in any forum, on social media, and any other spaces in which CTDA is being represented or engaged.

This Code of Conduct affirms our community's values to be respectful and treat each other with dignity. It applies to both public and private spaces in which an organization or individual is representing or engaging with the CTDA including content managers from Community Member organizations and any outside partner organizations working with CTDA Staff or content managers.

Behavior and Actions We Encourage
- We are responsible for our actions and commit to holding ourselves and each other accountable for those actions.
- We expect open and transparent communications with our colleagues
- We value inclusive and collaborative conversations about all aspects of our work
- We are collaborative in our initiatives to preserve, connect and share the history and digital resources of our collections.
- We explicitly acknowledge and commit to collectively work to remove the additional barriers our community members who have historically been oppressed face in preserving and sharing the history of CT and accessing our community.
- We honor the effort and time each of us puts into their individual and organizational work in preserving and sharing history.
- We equally appreciate and show gratitude to each other for the effort we all put in into meeting our mission to preserve, connect, and share our histories.

Harassment and Unacceptable Behavior
- Purposefully suppressing or destroying collections or content.
- Excluding under documented communities from our collections and programs.
- Violent threats or language directed against another person.
- Discriminatory jokes and language, such as but not limited to ableist, ageist, elitist, fatphobic, racist, sexist, anti-immigrant, transphobic, or homophobic behavior or language.
- Not using an individual's name and/or pronouns.
- Posting sexually explicit or violent material in communications channels

- Posting (or threatening to post) other people's personally identifying information ("doxxing").
- Personal insults, especially those using racist or sexist terms.
- Unwelcome sexual attention, physical contact, deliberate intimidation, stalking, or following.
- Sustained disruption of talks, events, or other community work.
- Repeated harassment of others. In general, if someone asks you to stop, then stop.
- Advocating for, or encouraging, any of the above behavior.

Reporting and Enforcement

If you feel like someone or an institution in the repository community has violated the code of conduct we ask that you report the harassment and or exclusionary behavior with the subject line "Code of Conduct Violation" to our email address at: ctda@uconn.edu

Any individual who consistently engages in unacceptable behavior may, at the discretion of the relevant CTDA Advisory Committee, have access to communications channels and content management activities will have their access to these channels revoked until the situation is reviewed, and may result in a permanent ban from CTDA communications channels.