



SYMBIOGENESIS SYMPOSIUM CODE OF CONDUCT & ACCESSIBILITY INFORMATION

The intention of this event is to create connections; theoretical, personal and professional. We have brought together presenters that are operating across related themes and with similar interests, our aim in bringing us all together is to foster creative discussions and outcomes along with nurturing community.

Our hope is that our event is an inclusive, welcoming space. With that in mind, we have created this guide to support collective inclusion.

CODE OF CONDUCT

Our event code of conduct has four tenets; care, curiosity, mutual support and inclusion. Below we explain what they mean and how we expect them to be put into practice.

CARE

This tenet relates to how we treat each other.

We expect all involved to extend care to others participating in this event.

To care for others is to be respectful, to use inclusive language and to be considerate of the needs of others.

For example, one way to show care is to check the program for presenter pronouns and to use them as noted.

Another way you could extend care is to ensure those sitting behind you can see the screen.

Or, another way to show care is to use inclusive language, for example, rather than 'ladies and gentlemen' you could use 'team', or 'guests'.

Another way to extend care to those attending in person is to wear a mask, for those that can, to protect the health of others.

CURIOSITY

The second tenet in our code of conduct is curiosity. To be curious is to have an open mind, to tread gently with interest and empathy, especially if you are being presented with new information, or a position they may not align with your own.

With this tenet, we hold the Donna Haraway position of 'staying with the trouble'. That is to say, if we feel challenged by a presentation or opinion, we ask you to get curious about your own position and to generously and respectfully ask questions (when appropriate to do so, ie. the Q&A), opening a respectful and hopefully generative conversation.

Curiosity is also about presence. Attendance requires labour, especially for the presenters. We ask that you honour that labour with your presence and attention. This connects to two other tenets, care and mutual support.

MUTUAL SUPPORT

Mutual support is about reciprocal care and encouragement.

Much time and energy is required when preparing to present at a conference. As an attendee, mutual support looks like attendance and presence.

As an event attendee, mutual support can be extended through encouragement. Encouragement looks like engaging with the content, perhaps sharing your favourite quote and crediting the presenter. This may look like asking questions during the Q&A, or during breaks letting a presenter know you appreciated their talk.

INCLUSION

Inclusion is to take actions that ensure all are included. This includes supporting your own inclusion. In our code of conduct, in relation to inclusion, we take up this Rosi Braidotti and Dr. Fiona Hillary position: *Do whatever you need to do to support your inclusion!*

We welcome all forms of stimming and fidgeting, including knitting, rocking, Twirling, snacking etc. We welcome sitting alone or with the group. We welcome sitting on the floor or on the chairs. We welcome engaging with your personal devices. We welcome blankets or plushies or fidget toys. We welcome you taking some time out and returning. We welcome you heading home and logging in online. We welcome you checking out/logging off for the day whenever you need and thank you for the time you spent at the event.

Inclusion is also of course also about including others with diverse lived experiences. Inclusion of others looks like welcoming the diverse and divergent ways we support the needs of our bodies. It looks like being culturally aware and sensitive. It looks like using language that includes everyone.

ACCESSIBILITY INFORMATION

DAY ONE - ONLINE

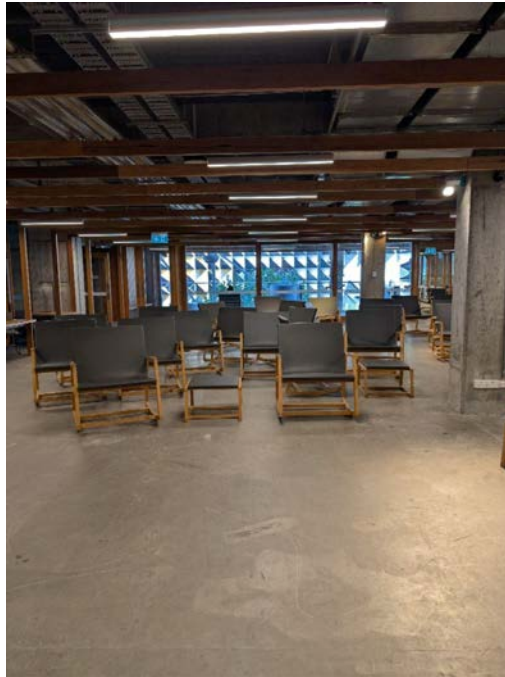
- We will be using Microsoft Teams for the webinar.
- We will be welcoming 30-60 online attendees.
- Presentations will be audiovisual.
- Attendees will be sent a general link to access the webinar.
- Attendees will not have camera or mic access. They will have access to the Q&A chat.
- Captions will be turned off as they are distracting in the chat for some, however if you require captions you can turn them on at an individual level by following the below steps:
 - *In the webinar control bar, click More (the three-dot icon "...").*
 - *Select Language and speech.*
 - *Select Turn on live captions.*
 - *You will be prompted to select the spoken language (usually English by default)*

DAY TWO - IN PERSON & STREAMED ONLINE

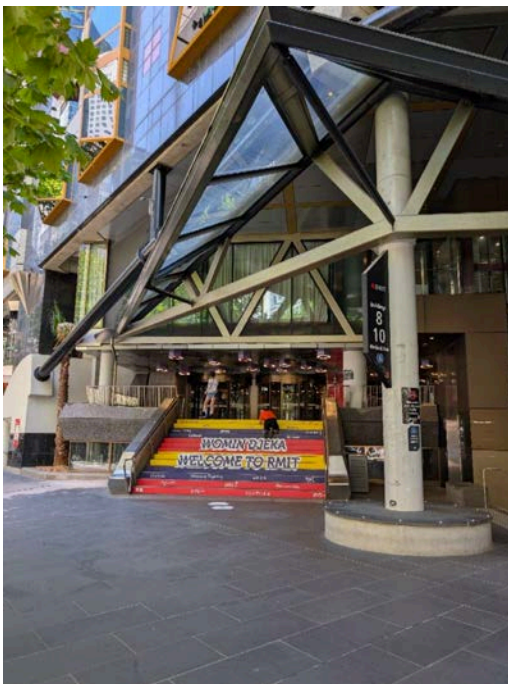
- Our presenters will be presenting in person to those attending in person and streamed online.
- Attendees will receive a webinar link to attend.
- Presentations will be audiovisual.
- We will be welcoming approximately 20 people in person and 30-50 people joining online.
- Online attendees will not have camera or mic access. They will have access to the Q&A chat.
- Each presenter will use the mic to ensure online attendees can access the content.
- At the end of the two sessions presenters will be invited back up for the Q&A, if they feel comfortable to do so.

ROOM DETAILS - 012.06.105

The Rocking Chair Room in the Swanston Street, RMIT library is where the event will be held on the second day. Below are some images of the room, which includes delightful rocking chairs!



This room is mobility and wheelchair accessible, via lifts entered on Swanston Street. You can enter via the Building 8 main entrance lifts, which look like the below:



The library staff have let us know they will turn off the overhead lights in our room. To the left there are study pods with individual lights if needed.



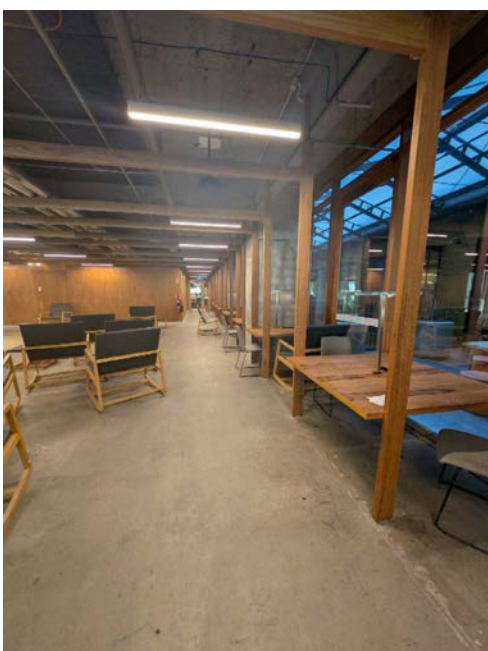
The bathrooms are located directly behind the room.



There are two seating options, the wide rocking chairs, with footstalls or traditional fixed/stable office chairs. We will have the chairs set up in a traditional conference style, however you are welcome to move them around however feels most comfortable for you.



Running along both sides of the room you will find individual study desks. You may set up here, where you can be on your own but still hear the talks and depending on the direction you are facing, also see the talk. Each study desk has power outlets and a light.

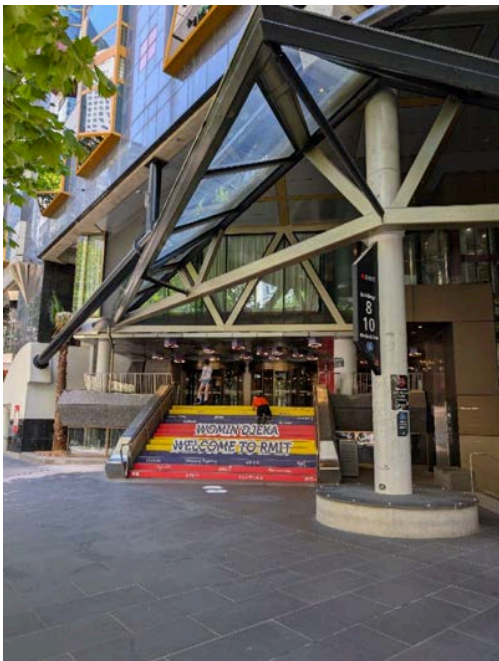


As we are in the library there are several quiet, podlike or serene spaces adjacent to the rocking chair room if you need some quiet alone time. You will find these directly behind and to the right of the room:

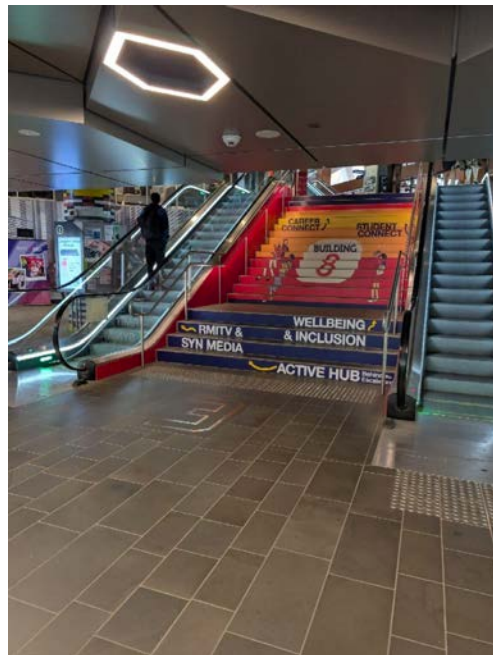


HOW TO GET THERE

Enter from Swanston Street, look for this main entrance:



Head left to the lift or up the stairs. At the top of the stairs you will go through the round, revolving entrance and then up a set of escalators.



Once at the top of those first escalators head for the next set of escalators, directly ahead of you.

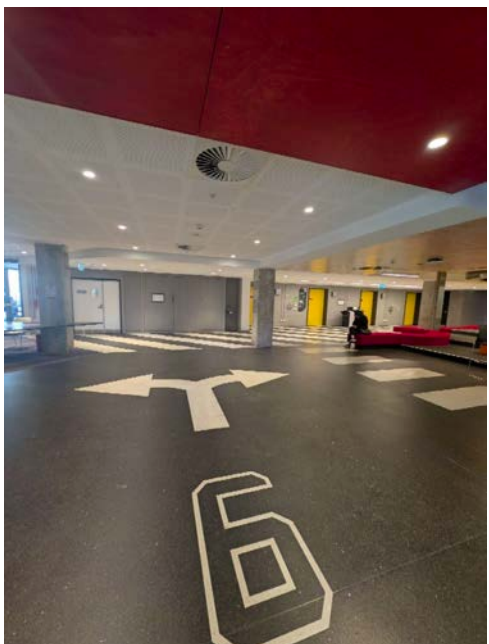


Head up those escalators towards the library!

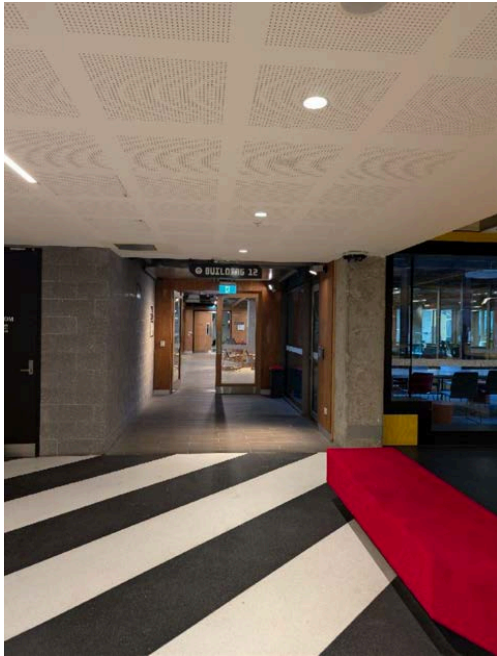
At the top of those escalators you will see a library entrance to the right and more escalators to the left. Head up those escalators to your left.



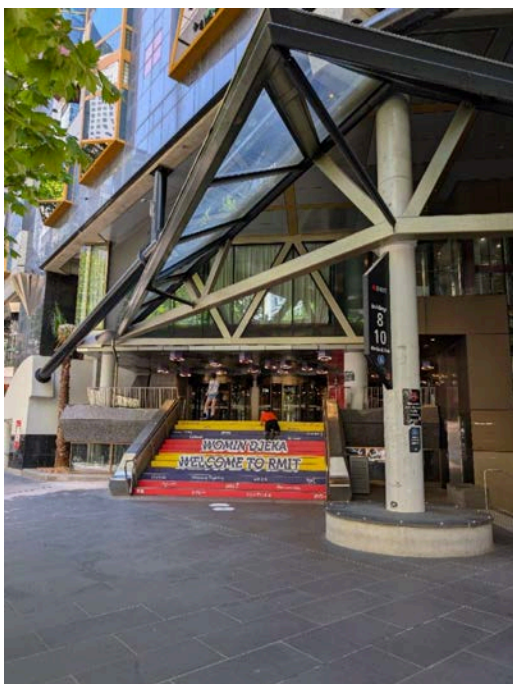
At the top of those escalators you will find the below markers/lines on the floor. Head towards the lifts and turn right.



Then head towards the double doors and 'Building 12' sign - you have arrived in the rocking chair room!



This room is mobility and wheelchair accessible, via lifts entered on Swanston Street. You can enter via the Building 8 main entrance lifts, which look like the below:



From there you right through automatic glass doors. Then head forward through a study space, shown below:



Keep heading forward until you reach the next set of escalators, students services is to the right and to the left of the escalators is a path past the escalators. Head forward towards the neon sign that says 'you can do it'.



Keep heading forward, through glass automatic doors, then turn left towards a set of lifts, enter the lifts and head to the 6th floor. Once out of the lifts turn left and towards the Rocking Chair Room!

