
GUIDELINES FOR SATELLITE EVENTS SUBMISSION

The Spanish Society for Neuroscience Meeting is the leading Spanish event for neuroscientists in Spain to showcase their cutting-edge science. The Organizing Committee aims to establish a high-quality, well-balanced scientific program, where Satellite Events play a major role in complementing the main program by addressing timely and relevant topics in Neuroscience.

We invite you to contribute by submitting a proposal for a Satellite Event on any topic related to Neuroscience. The following guidelines have been established to clarify the procedures for submitting Satellite Event proposals.

Please, submit your proposal directly through the Meeting website. www.congresosenc.es

YOUR SATELLITE EVENT PROPOSAL SHOULD INCLUDE

- The Satellite Event title.
- Type of event: Podium, Technical workshop or Socio-cultural/Interactive.
- Names and affiliations of organizers (maximum 2) including a summary of their experience in the topic. At least one organizer must be member of SENC and should serve as chairperson(s) of the Satellite Event. Summary of the proposed activity, specifying its goals and its broad appeal to SENC members. Also include a brief reasoning about the appropriateness of the speakers for the topic suggested.
- A brief description of the event's relevance and timeliness, including a program outline with the activities for participants. Also include the names and affiliations of the speakers.
- The structure of the Satellite Event is free, with the only limitation of the time slot scheduled for it.
- Confirmation of participation from the proposed speakers (e.g., email or verbal acceptance).
- While English is the official language of the Meeting, Satellite Events can be conducted in Spanish if appropriately justified.

Submission period is from November 1 to December 15, 2024.

SELECTION CRITERIA

- All Satellite Events will be selected by the SENC Program Committee.
- Quality and potential impact on the interaction between SENC and other international societies.
- Transversal multidisciplinary proposals that push boundaries will be welcome.
- How the proposal contributes to overall scientific program of the Meeting, the range of topics covered, and the general interest for the SENC Meeting participants.
- Balance in terms of gender, geography, and seniority.

FUNDING

Funding of up to 500 euros will be considered for selected satellite activities, provided that applicants can reasonably justify the necessity of these funds. Eligible expenses include:

- Travel/accommodation costs for international researchers attending solely for the satellite activity and who would not otherwise participate in the congress.

Secretaría Técnica Tels.: 918 33 74 33

Email: secretaria.tecnica@senc.es

Website: www.senc.es

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- Travel/accommodation expenses for individuals not directly affiliated with neuroscience, whose attendance is exclusively for the activity.
- Awards.
- Stationery, printing, catering, and equipment rental.

Please remember that:

Participation in the SENC congress implies the acceptance of the code of conduct of the SENC (<https://www.senc.es/wp-content/uploads/2024/07/Code-of-Conduct.-ENG.pdf>)

COMMUNICATION

For further information please contact the SENC Secretariat at the e-mail: abstract@congresosenc.es. You will be informed about the decision of the SENC Program Committee by February 2024.

CODE OF CONDUCT

The Spanish Society for Neuroscience (SENC) is committed to the principles of equal opportunities and respectful treatment for all, regardless of their national or ethnic origin, religion or religious belief, gender, gender identity or expression, race, color, age, marital status, sexual orientation or disability. In this regard, SENC is committed to providing an environment that encourages the free expression and exchange of scientific ideas at its meetings, conferences and activities and therefore expects that anyone associated with an official event sponsored by SENC will respect these rules and policy of the Society.

What is considered “harassment”?

The term "**harassment**" includes, but is not limited to, epithets, unwanted slurs, jokes, or verbal, graphic, or physical conduct related to race, color, religion, sex, national origin, marital status, age, gender or sexual orientation that denigrates or shows hostility or aversion towards an individual or group.

This Code of Conduct clearly sets out examples of conduct that are not tolerable within SENC. Any act of discrimination based on sex must be corrected, as well as actions that could create an offensive, hostile, intimidating, humiliating or abuse of power environment, such as:

- Personal disqualifications or humiliating comments about professional abilities, physical appearance, ideology, religion, sexual orientation, or identity.
- Disqualifications of work, when they are not objective
- Verbal, gestural, or physical violence
- Any type of sexual assault and abuse
- Sexual demands, with or without explicit or implicit promises of preferential treatment or threats if they are not attended to (more serious when there is hierarchical superiority of the aggressor)
- Attitudes that involve extreme and continuous stalking

It is essential to sign this Code of Conduct to participate in the activities organized by SENC. Likewise, people who observe sexual or gender-based harassment behaviors, as well as any of the behaviors described above, must inform SENC by emailing wins@senc.es. The SENC reserves the right to take appropriate action in the event of non-compliance with the Code of Conduct.

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