

# **SGA Events Code of Conduct**

## Sea Grant Association Events Code of Conduct

The Sea Grant Association (“SGA”) is committed to providing safe and welcoming environments for all who participate in SGA Events. SGA prohibits and will not tolerate any form of harassment, bullying, or discrimination.

### **Purpose**

SGA has established this Event Code of Conduct (the “Code”) to serve as a guideline for the professional conduct of anyone attending or participating in a SGA Event, as well as the consequences for unacceptable behavior. We expect everyone to follow this Code so that all participants can enjoy the Event responsibly and with respect for the rights of others. Failure to abide by this Code is subject to response and sanctions, including refused admission, ejection, banishment, and other penalties consistent with this Code.

### **Scope and Applicability**

The Code applies to all attendees (delegates, program representatives, staff, and other guests (collectively referred to as “Participants”)) of official SGA events held, sponsored, or affiliated with SGA (“Events”). By attending any SGA Event, all participants agree to abide by this Event Code of Conduct.

### **Expected Behavior**

The following behaviors are expected and requested of all Event Participants:

- Behaving in a courteous and professional manner;
- Treating all participants with respect, dignity, and consideration, in the spirit of creating an inclusive and accessible environment and valuing a diversity of views and opinions;
- Being considerate, respectful, and collaborative in your communication and actions;
- Discussing differences and critiquing ideas in a non-confrontational manner with due regard for the viewpoints of others;
- Refraining from demeaning, discriminatory, or harassing behavior and speech;
- Reporting suspected unacceptable behaviors (as outlined below) directed at yourself or others;
- Respecting the rules, policies, and property of SGA and its contracted Event facilities and vendors; and
- Complying with all applicable laws and regulations.
- Act as a responsible representative of the SGA in any setting in which you could be associated with the SGA.

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### Unacceptable Behavior

Violations of this Code include but are not limited to the following:

- Harassment, which is defined for purposes of this Code to include unwelcome or offensive verbal, visual, or physical contact directed at any Participant, including conduct, comments, or images that a person would reasonably find offensive, demeaning, or hostile;
- Sexual harassment, which is defined for purposes of this Code to include unwelcome, unsolicited, and unreciprocated sexual advances, requests for sexual favors, and other verbal or physical conduct or gesture of a sexual nature that has or that might reasonably be expected or be perceived to offend, humiliate, or intimidate another person;
- Exhibiting behavior that is unruly or disruptive, or that endangers the health or safety of yourself or others;
- Discriminatory conduct based on race, sex, sexual orientation, gender expression or identity, transgender status, age, national origin, disability, religion, marital status, veteran status, political affinity, or any other characteristic protected by law;
- Deliberate intimidation, threatening, stalking, or following;
- Sustained disruption of portions of the Event;
- Invasion of privacy;
- Actual or threatened pushing, shoving, or use of any physical force whatsoever against any person;
- Possession of a weapon, or use of any item in a way that may cause danger to others;
- Destruction, theft, dismantlement, defacement, abuse, or intentional misuse of SGA or SGA-contracted venues, property, equipment, signage, or supplies;
- Failure to comply with directions of SGA staff or venue personnel regarding Event operations or emergency response procedures;
- Retaliation against participants for reporting activity that he or she reasonably believed to be in violation of this Code; and,
- Knowingly and falsely reporting violations of this Code in bad faith.

Moreover, this Code is not intended to be all inclusive, and it is likely there will be relevant conduct issues that it does not specifically address. In that event, as in all others, Participants are expected to follow the direction of SGA Event staff who will take appropriate action to ensure the safety, security and well-being of Participants.

### Reporting Unacceptable Behavior

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If you or someone else is in immediate danger, or if you see something suspicious or think there is an immediate need would like to report a security issue or emergency, please contact venue security or local law enforcement.

If you believe you are being subjected to inappropriate conduct, witness (observe or was told about) someone else is being subjected to inappropriate conduct, or have any other concerns, contact SGA Ethics Committee members who can work to resolve the situation. The SGA Ethics Committee members in attendance will be identifiable at each event (e.g., verbal identification at meeting onset, on name tags, or similar).

SGA Ethics Committee members will work with individuals experiencing inappropriate conduct to implement measures to enable them to feel safe for the duration of the Event.

Violations of this Code are taken seriously and should be promptly reported to any SGA Ethics Committee present. Share as much information as you can to help the SGA Ethics Committee make a thorough investigation of the onsite incident. The SGA Ethics Committee will investigate all incidents reported at an Event with discretion and provide information to the SGA President in a timely manner.

Participants are required to maintain the confidentiality of materials submitted to or received by SGA Ethics Committee under this Code. The SGA Ethics committee shall make reasonable efforts to maintain the confidentiality of relevant materials but may disclose case-related materials or information in response to legal process, when already publicly known, or when SGA President otherwise determines disclosure is in the best interests of SGA.

### **Consequences of Participant Engagement in Unacceptable Behavior**

Any event Participants asked to stop engaging in unacceptable behavior are expected to comply immediately.

The SGA Ethics Committee Chair or designee, in consultation with the SGA President, will determine the nature of the Participants' conduct that warrants a response as well as the response to be taken. Responses may take any of the following forms: verbal warning; immediate expulsion from the Event; bar from future SGA Events; notification of home program and home institution; and/or notifying appropriate authorities. To protect all parties involved, SGA will generally not make any detailed public statements about Code incidents. The decision(s) of SGA are final. SGA may establish more detailed procedural guidelines for resolving conduct matters that are consistent with the provisions of these bylaws.