

VSPMA Event/Conference Code of Conduct

VSPMA holds events to encourage the open exchange of ideas and to support professional development and personal growth. We believe that ensuring a wide, range of voices that fully represent the diversity of the cities we serve is essential to a thoughtful, robust conversation and better decision-making.

VSPMA is dedicated to ensuring that our events and conferences are an inclusive, respectful, productive, and harassment-free experience for everyone, regardless of gender, gender identity and expression, age, sexual orientation, alienage or citizenship status, physical or mental ability, color, physical appearance, body size, race, ethnicity, national origin, marital status or partnership status, pregnancy or lactation status, religion or creed, status as a veteran or active military service member or any other basis protected by U.S. federal, state, or local laws.

In order to participate in an VSPMA-sponsored event or conference, all attendees, speakers, sponsors, and volunteers must agree to abide by this code of conduct (“Code of Conduct”). VSPMA reserves the exclusive and sole right to enforce its code of conduct.

EXPECTED BEHAVIOR

In order to support an environment that builds community and positive connections, the following behaviors are expected of all participants in VSPMA-sponsored events/conferences:

- Be present and participate actively.
- Be mindful of your surroundings and of your fellow participants.
- Act with respect towards everyone you encounter, including event and venue staff.
- Exercise consideration in your speech and actions.

- Be mindful of how much time you “have the floor” and support other attendees who wish to participate in discussions or Q/A sessions.
- Behave in accordance with professional standards (such as this Code of Conduct, your respective employer’s policies, and applicable law).

UNACCEPTABLE BEHAVIOR

Harassment, bullying, microaggressions, intimidation, and/or insinuations that are hurtful or interfere with any other attendee’s experience or participation are unacceptable behaviors. Examples of unacceptable behavior include but are not limited to the following:

- Demeaning, discriminatory, or harassing behavior or speech, including but not limited to personal insults, sexist, racist, homophobic, transphobic, ageist or ableist language or any language that insults or demeans the characteristics of a person protected under U.S. federal, state, or local law.
- Inappropriate physical contact: you should have someone’s consent before touching them.
- Language that implies exclusion or derogation of a person based on the person’s immutable characteristic; for example, asking a participant where they are “really from”; assuming a person’s spouse or partner is of the opposite gender; deliberately using the wrong pronoun to refer to an individual.
- Unwelcome sexual attention, including sexualized comments or jokes, inappropriate touching, groping, or sexual advances.
- Deliberate intimidation, stalking or following.
- Sustained disruption, including during talks and presentations.

- Displaying sexually explicit or violent material including in presented materials (e.g., slides, presentations, talks) or in informal settings or on personal devices (e.g., on your phone).
- Violence, threats of violence, or violent language directed against another person or group.
- Possession of dangerous or unauthorized materials such as explosives, firearms, weapons, or similar items.
- Bullying including repeated verbal abuse; verbal, non-verbal or physical conduct of a threatening, intimidating, or humiliating nature; or the sabotage or undermining of a person's performance.
- Theft or inappropriate removal or possession of property.
- Use, distribution, sale, or transfer of illegal drugs.
- Any other illegal activity or forms of harassment not covered above.

The VSPMA reserves the right in its sole discretion to determine what constitutes unacceptable behavior and what actions it will take to address incidents that occur.

CONSEQUENCES OF UNACCEPTABLE BEHAVIOR

Unacceptable behavior will not be tolerated at VSPMA-sponsored events/conferences. Anyone asked by a VSPMA staff member or affiliate to stop engaging in unacceptable behavior is expected to comply immediately. If a participant engages in unacceptable behavior or fails to comply with expected behavior at any time during the sponsored event, the VSPMA may take any action it deems appropriate, including but not limited to removing the participant from the event without a refund.

WHAT TO DO ABOUT UNACCEPTABLE BEHAVIOR

If you witness or are subjected to unacceptable behavior or have any other concerns at an VSPMA-sponsored event/conference, notify a VSPMA staff member as soon as

possible and fill out the Code of Conduct notification form on the VSPMA website. Forms shall be completed, scanned and email to any board member of the VSPMA.

AGREEMENT

In line with and in consideration for my participation in a VSPMA-sponsored event/conference, I accept and will adhere to the Code of Conduct when participating in such event/conference. I understand that the VSPMA may take any action it deems appropriate, including removing me from the event without a refund, should I fail to adhere to this Code of Conduct.