



VIRGINIA
ASSOCIATION
of MUSEUMS

Virtual Program Code of Conduct

All attendees, speakers, sponsors, vendors, partners, staff and volunteers at VAM Virtual Events are required to adhere to the following Code of Conduct. Event organizers will enforce this Code throughout the event's entirety. Registering for the Virtual Event indicates an acceptance of this policy; if, after registering, you determine that you cannot abide by this policy, contact the VAM office to receive a refund (minus any appropriate cancellation fee).

Participants must register for a Virtual Meeting and provide an email, text, phone or other contact where they can be reached during the Virtual Meeting. Registration constitutes consent to audio and visual recording (and use and alteration of the recording) by the SPE at the Meeting for non-commercial purposes aligned with the Society's mission.

Our aim in hosting a virtual event is to build a stronger community. Our goal is to create an environment where everyone feels welcome to participate, speak up, ask questions, and engage in conversation. This requires a harassment free and inclusive environment that recognizes the inherent worth of every participant. We invite all those who participate to help us create a safe and positive experiences for everyone.

We are dedicated to providing a harassment-free environment for everyone, regardless of gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, race, ethnicity, or religion (or lack thereof). We do not tolerate harassment of participants in any form. Sexual language and imagery is not appropriate during any aspect of this virtual event/conference, including talks, workshops, parties, social media such as Twitter, or other online media.

Following a Code of Conduct allows VAM to create the best experience possible for all attendees.

Expected behavior:

- Exercise consideration and respect in your speech and actions.
- Attempt collaboration before conflict.
- Refrain from demeaning, discriminatory, or harassing behavior and speech.

- Be mindful of your surroundings and of your fellow participants. Alert VAM staff if you notice a dangerous situation, someone in distress, or violations of this Code of Conduct, even if they seem inconsequential.
- Do not take or distribute pictures of or copy research posters/presentation materials unless explicit permission is granted.

Further, unacceptable Behavior is defined as:

- Harassment, intimidation, or discrimination in any form.
- Verbal abuse of any attendee, speaker, exhibitor/sponsor, staff or committee members, service provider, or another event guest.
- Examples of verbal abuse include but are not limited to, verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, national origin, inappropriate use of nudity and/or sexual images in public spaces or in presentations, or threatening or stalking any attendee, speaker, exhibitor/sponsor, staff/committee members, service provider, or other meeting guests.
- Disruption of presentations during sessions or any virtual meetups or events throughout the virtual experience. All participants must comply with the instructions of the moderator and any virtual event staff.

Reporting an incident:

If you see, overhear or experience a violation of the Code of Conduct during a virtual event, and would like to report a violation, you please email us at membership@vamuseums.org.

VAM reserves the right to take any action deemed necessary and appropriate, including immediate removal from the meeting without warning or refund, in response to any incident of unacceptable behavior, and we reserve the right to prohibit attendance at any future meeting, virtually or in person.

Grievances:

A participant who believes he or she was falsely or unfairly accused of violating this Code of Conduct should notify the Executive Director of VAM with a concise description of the grievance. All grievances will be handled in accordance with existing governing policies.