



2023 Title IV-E Roundtable Conference Code of Conduct

This Conference Code of Conduct shares our community expectations and applies to all attendees, employees, exhibitors, speakers, sponsors, volunteers, and other participants at The National Title IV-E Roundtable produced on Southern University New Orleans' campus and hosted by the Louisiana Title IV-E University Alliance. We expect cooperation from all participants to help ensure a safe environment for everybody.

Expectations

- Be kind and considerate. Respect personal space and common courtesy rules for personal interaction.
- Be mindful of others around you to ensure a great experience for your fellow participants.
- Refrain from displaying any demeaning, harassing, aggressive, or intimidating materials or behavior.
- Dress and behave in a professional manner.
- Do not damage private or communal property.
- Obey the rules and regulations of the venue.
- Promptly report any behavior that makes you or others feel uncomfortable to the nearest conference staff member.

Inappropriate Behavior—Harassment, Aggression, and Intimidation

Harassment, aggression, and intimidation are hurtful and interfere with other people's experience and participation in our community. These behaviors are inappropriate and unacceptable.

These behaviors can be related to, but not limited to: race, color, creed, gender (including pregnancy, perceived pregnancy, childbirth, breastfeeding, or related medical conditions), gender identity, religion (including religious dress and grooming), marital status, domestic partner status, genetic information, age, national origin or ancestry, military or veteran status, sexual orientation, physical or mental disability, or any other basis protected by federal, state, or local laws.

Inappropriate behavior can take many forms such as slurs; jokes; derogatory statements; foul or obscene language; offensive clothing; leering; stalking; staring; gestures; pictures, drawings or cartoons; violating personal space by impeding or blocking another person's movement or otherwise physically interfering with them; harassing photography or recordings; unwanted or offensive letters or poems; offensive email or voicemail messages; or social media postings.

What to Do about Inappropriate Behavior

If you witness or are subjected to inappropriate behavior or have any other concerns, notify a conference staff member as soon as possible. Conference staff can be identified as they'll be wearing badges with staff ribbons. There will also be a representative of the conference staff at the registration desk.

Consequences of Inappropriate Behavior

Inappropriate behavior will not be tolerated. If asked to stop behaving inappropriately, you should comply immediately.

- The conference reserves the right to refuse entry to or remove any party from the event at any time.
- Severe breaches of this Conference Code of Conduct may result in disqualification from participating in future events.
- Individuals expelled due to violating this Conference Code of Conduct will not be eligible for a refund or other consolation.

Conference staff will be happy to help participants contact hotel/venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the conference.

If you cannot identify a staff member and need assistance immediately, contact Susan Shaffette at 985-778-3007 (cell).