

AECT Code of Conduct

The Code of Conduct contained here shall be considered to be principles of acceptable AECT conduct. These principles are intended to aid employees, contractors and members individually and collectively in maintaining a high level of professionalism. Every member, employee and contractor of AECT is required to adhere to this Code.

Each member, employee and contractor is expected to exercise the highest ethical standards of conduct at all times.

Each member, employee and contractor shall at all times, when communicating on behalf of AECT or participating in an AECT sponsored event or activity, whether in person or virtually:

1. Be courteous, considerate, respectful, and professional.
2. Listen with an open mind to alternate points of view – even those that the member, employee or contractor disagrees with.
3. Respect the intellectual property rights of others.
4. Comply with all applicable federal, state and local laws, including but not limited to the laws of jurisdictions outside of the United States when attending an AECT event or activity in such jurisdiction.
5. Act in a way that helps create a safe and harassment-free environment for AECT events and activities and that allows members, attendees, participants, employees and contractors to feel welcome, regardless of race, age, gender, sexual orientation, gender identity, gender expression, immigration status, disability, ethnicity, religion, culture, national origin, social/economic class, educational level, color, size, family status, political beliefs, veteran status, or other group identity.
6. Critique ideas and behaviors rather than individuals.
7. Comply with all rules and policies of AECT and the event venue (e.g., hotel, resort, convention center).

Each member, employee and contractor shall at all times, when communicating on behalf of AECT or participating in an AECT sponsored event or activity, whether in person or virtually, avoid:

1. Harassment – including sexual harassment. Harassment includes oral and written comments as well as offensive behavior.
2. The use of sexual language, imagery and jokes.
3. Unwelcome physical contact; inappropriate, repeated, or unwelcome sexual flirtations, advances, or propositions; and inappropriate or suggestive comments about another person's physical appearance, characteristics, or dress
4. The use of slurs of any kind,
5. The use of violence, which includes any incident in which any person is verbally or physically assaulted, harassed, injured, or killed, or in which a threat of violence is made. A threat of violence is a credible declaration of intent to harm at the time or in the future.
6. Bullying, defined as actions intended to intimidate, degrade, humiliate or undermine; or which create a risk to health or safety.
7. Unwanted following, photography or recording of another.
8. Discriminatory language (including jokes)
9. Personal insults

If a member, employee or contractor fails to comply with the Code of Conduct, the AECT Board of Directors will determine the appropriate course of action. Consequences may include (but are not limited to) suspension or revocation of membership (with no refund), or a ban from future events and activities.

A member, employee or contractor who is being harassed, notices that someone else is being harassed, or has any other concerns about an individual's conduct should:

- If someone is in imminent physical danger, alert security or law enforcement
- If someone is, in the course of an in-person event or activity, acting in a manner that violates this Code of Conduct, contact any AECT staff member or officer in attendance at the venue, or, if the event or activity has concluded, file a written complaint with the AECT Executive Director and with the AECT President.
- If someone is, in electronic communications (e.g., webinars, email, social media, texting), file a written complaint with the AECT Executive Director and with the AECT President.

Nothing in this policy prevents a member, employee or contractor from pursuing formal legal remedies or resolution through local, state or federal agencies or the courts.

Accepted by AECT Board of Directors, March 27, 2019