



## CODE OF CONDUCT POLICY

The purpose of this policy is to address the conduct expected of ISEE meeting participants and to outline steps that may be taken when conduct does not align with expectations. For purposes of this policy, “participant” is defined as any individual registered attendee, speaker, organizer, staff, sponsor, or guest associated with any official ISEE events. The ISEE Code of Conduct applies to all ISEE activities. An ISEE activity includes but is not limited to activities throughout the year preparing for ISEE annual and regional meetings, activities published in the ISEE Program guide, activities taking place in ISEE-contracted venues, including social events, as well as activities taking place online or via social media (i.e., postings to ISEE meeting Facebook, twitter and similar pages, including meeting hashtags).

### Expected Conduct

ISEE is committed to fostering a welcoming environment that is safe, collaborative, and productive for dialogue and discovery for all participants. ISEE strives to create an equitable environment where diverse voices are active in all aspects of our society. This necessitates a culture of inclusion, in which all individuals feel respected and are treated fairly. All who register to participate, attend, speak at, or sponsor an ISEE event agree to comply with this policy. Only registered participants and/or their guests may attend the in-person meetings; persons without a valid conference registration and/or ISEE membership may be asked to leave the venue.

ISEE expects all participants associated with any official ISEE events will adhere to the following principles:

- Respect common sense rules for public behavior, personal interaction, courtesy, and respect for private property.

- Be considerate and respectful of differing perspectives during the meeting; think about the potential impact of your words on others, including younger colleagues or colleagues from a different culture.
- Respect the rules and policies of the meeting venues, and hotels.
- Comply with all local, state and national laws.

ISEE prohibits any form of harassment, sexual or otherwise. Accordingly, some behaviors, including but not limited to the following, are specifically prohibited:

- Intimidation, stalking, harassment, inappropriate physical contact, unwelcome sexual attention, or discrimination
- Abusive, harassing, or threatening behavior
- Yelling at, threatening, or personal insults by verbal or physical means

***Participants asked by anyone to stop engaging in hostile or harassing behaviors are expected to comply immediately.*** Members are encouraged to intervene to stop harassment that they witness. Harassment will not be tolerated and may result in immediate expulsion from a session, event, or the ISEE Meeting, including future ISEE Meetings.

**How to handle various behaviors that do not comport with the Society's values of respectful interactions with others:**

A person who believes that s/he has been treated in a way that does not align with the Society's values can speak directly with any member of a review group appointed by the ISEE President each year to handle such complaints. For 2020 this review group is chaired by Beate Ritz [britz@ucla.edu and phone] and includes the following members:

Joan Casey [jac2250@cumc.columbia.edu and phone]  
Ruth Etzel [retzel@gwu.edu and 202-566-1530]  
Amruta Nori-Sarma [amrutasri\_nori-sarma@brown.edu and phone]  
Marianthi-Anna Kioumourtoglou [mk3961@cumc.columbia.edu and phone]  
Marc Weisskopf [mweissko@hsph.harvard.edu and phone]

Co-chairs of the 2020 ISEE annual meeting

Melissa Perry [mperry@gwu.edu and phone]  
Carlos Santos-Burgoa [csantosburgoa@gwu.edu and phone]  
Pauline Mendola [pauline.mendola@nih.gov and phone]

Complaints may also be submitted to the ISEE complaints e-mail address [Secretariat@iseepi.org](mailto:Secretariat@iseepi.org) or to a physical box at the conference venue. Complaints may be raised during or after the ISEE Meeting. The contact will request information about the circumstances and will bring the complaint to the group for discussion of whether additional information is needed. Each complaint is taken very seriously. ISEE encourages prompt reporting of complaints so action can be taken to address the concern. Complaints may not be submitted anonymously as that would preclude adequate follow up action. Anonymous complaints can be submitted in a physical box at the meeting venue.

#### Reporting a Crime

All participants are expected to alert venue security personnel or meeting staff of any dangerous situations, or of anyone in immediate distress.

Participants who feel physically unsafe or believe a crime has been committed, should contact local police immediately.