

# YMCA CENTER FOR CIVIC ENGAGEMENT

## DELEGATE CODE OF CONDUCT

The purpose of the YMCA Center for Civic Engagement is to educate its participants on the processes of government at the city, state, national, and international levels, in the hopes of beginning what will be a lifetime of civic engagement for our alumni.

Given such, a code of conduct has been developed to help ensure that every delegate receives the maximum benefits possible as a result of their participation. This code of conduct is applicable to adults as well as student delegates. With that in mind, the following code of conduct has been adopted:

- All individuals participating in the YMCA Center for Civic Engagement Conferences will conduct themselves in a respectable and positive manner and present a good and decent reflection of themselves, their school, and their community. Any delegate in violation of this should expect consequences.
- All participants share equally the responsibility for their actions when violations of the code are witnessed. Those who decide to be present when a violation occurs, shall, by their choice, be considered a participant in the violation. In this program there are no “innocent by-standers.”
- Plagiarism of outside sources will not be allowed for any delegates. If evidence of plagiarism exists, delegates can expect to be disciplined by the YMCA Center for Civic Engagement. Authors of plagiarized documents will be dismissed from the conference.
- All bill and resolution submissions should be serious in nature and align with Y core values. Submission of resolutions or bills that CCE staff deems offensive, disrespectful, not serious in nature, or otherwise violating the Y core values will result in the entire team being deregistered from the conference.
- Dress code for the conference is business attire. Business attire includes: Suits, dresses, long skirts, blouses or sweaters, blazers, slacks, and appropriate dress shoes.
- Business attire does NOT include: Jeans, skirts shorter than 1 inch above the knee, strapless or spaghetti strap style tops, bare midriffs, bare backs, sandals, flip-flops, athletic shoes, Converse sneakers, or Birkenstocks.
- Possession and or use of alcoholic beverages, drugs (unless prescribed), tobacco products, electronic cigarettes, or pornography by any participant will result in an immediate expulsion from the conference. Parents and school administration will be notified of the expulsion as soon as possible, and students should be aware they might also be subject to further disciplinary action by their respective schools with regard to specific school policies.
- All delegates are to participate in all scheduled sessions.
- Physical, psychological, verbal, nonverbal, written, or cyber bullying is prohibited.
- Social media shall only be used in a positive and encouraging manner. Any participant involved in any way dealing with negative activity toward the CCE program or any participant in the CCE program will be held responsible for the violation and will be disciplined accordingly, up to and including legal action.
- Visitor Policy: Only registered persons will be able to log into sessions. Delegates must log in to Zoom using the Zoom account noted in their registration. Any non-delegate wishing to observe proceedings must contact the CCE staff directly.
- CCE elections are a conference wide event. All elections and campaigns will proceed following the YMCA core values of honesty, caring, respect, and responsibility. Any campaign violating these values will be removed from the ballot.

- Violation of any conference guidelines may result in dismissal from the conference and or the suspension of your school for the next CCE Conference.
- Violation of any conference guidelines may result in the removal of a student from the conference awards list.
- Appropriate Video Call Etiquette:
  1. When registering/signing-in for any video call or meeting, please use your registered First & Last Name, as well as your school. Example: "Jane Doe- CCE School". This helps us to ensure the privacy of our meetings.
  2. Please find a quiet area and call-in at the scheduled time so you can be fully present.
  3. Please do your best to keep background noise or distractions to a minimum.
  4. Delegates should present themselves in a professional manner.
  5. Please do not walk around with your phone or computer.
  6. Please do not take your phone or computer to the bathroom.
  7. Photos and videos of others without their expressed consent is prohibited.
  8. Delegate should not add virtual backgrounds.
  9. Delegates should not use props during sessions.
  10. Vulgar language, including swearing, name-calling or shouting/yelling at others is prohibited.
  11. When communicating in the chat box, please do not send links or information that is not pertinent to the CCE conference or aligned with our YMCA values.
- The YMCA Center for Civic Engagement staff reserves the right to make amendments to the Delegate Code of Conduct at any time.

## WAIVER

Some sessions may be live streamed via the internet. I understand that my child or ward's image and voice may be broadcast via electronic or other means.

In consideration for my child or ward being permitted to utilize the facilities, services and programs of YMCA of Middle Tennessee, I, on behalf of myself and my child or ward, and his or her heirs, personal representatives, assigns and next-of-kin, do hereby agree to the following:

I hereby give permission to the YMCA to use indefinitely, without limitation or obligation, photographs, film footage, or tape recordings which may include my child's or ward's image or voice for the purpose of promoting or interpreting YMCA programs and activities. I, as a parent or guardian of the above named minor, hereby give my permission for my child or ward to use the facilities and services of the YMCA and to participate in the programs offered by the YMCA.

I HAVE READ AND AGREE, INDIVIDUALLY AND ON BEHALF OF SAID CHILD OR WARD, TO BE BOUND BY ITS TERMS.

**Delegate Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Parent Phone Number(s):** \_\_\_\_\_