

## **KALAMAZOO SECTION OF THE AMERICAN CHEMICAL SOCIETY (KACS)**

### **Policies**

One of the key strengths of the ACS has been the enduring and varied contributions made by its thousands of dedicated volunteers.

Another unassailable strength of the ACS is its outstanding meetings program. ACS meetings are among the most respected scientific meetings in the world. ACS meetings offer scientific professionals a legitimate platform to present, publish, discuss, and exhibit the most exciting research discoveries technologies in chemistry and its related disciplines. Furthermore, ACS meetings facilitate networking opportunities, career development, and placement, and provide organizations with opportunities to exhibit products and services to targeted audiences.

The Society's Congressional Charter explicitly lists among its objectives "the improvement of the qualifications and usefulness of chemists through high standards of professional ethics, education, and attainments...." The ACS expects its volunteers and meeting attendees to display the highest qualities of personal and professional integrity in all aspects of their ACS related activities. Indeed, every chemical professional has obligations to the public, to volunteer and staff colleagues, and to science.

#### **Volunteer / KACS Meeting Attendee Conduct Policy\***

To foster a positive environment built upon a foundation of trust, respect, open communications, and ethical behavior, this Volunteer and Meeting Attendee Policy applies to KACS Volunteers, individuals conducting the business and affairs of the KACS, and to attendees at KACS meetings. Specifically:

1. Volunteers and KACS meeting attendees should interact with others in a cooperative and respectful manner and should contribute to a collegial, inclusive, positive, and respectful environment for their fellow volunteers and attendees, as well as for other stakeholders, including meeting vendors and KACS Executive Committee Members.
2. Volunteers and meeting attendees must avoid taking any inappropriate actions based on race, gender, age, religion, ethnicity, nationality, sex orientation, gender expression, gender identity, marital status, political affiliation, presence of disabilities, or educational background. They should show consistent respect to colleagues, regardless of the level of their formal education and whether they are from industry, government or academia, or other scientific and engineering disciplines.
3. Volunteers and meeting attendees should refrain from using insulting, harassing, or otherwise offensive language in their KACS interactions. Disruptive, harassing, or inappropriate behavior toward other volunteers, stakeholders, or staff is unacceptable. Personal boundaries set by others must be observed. Harassment of any kind, including but not limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment will not be tolerated.
4. Volunteers and meeting attendees should call 911 or on-site security when they reasonably believe they or someone else is in immediate danger.
5. Volunteers and meeting attendees should obey all applicable laws and regulations of the relevant governmental authority while meeting at federally-funded institutions (e.g., schools, colleges, and

universities), including but not limited to adhering to the policies and practices required by Title IX of the Education Amendments of 1972.

6. Volunteer and meeting attendees alike should ensure that they comply with all applicable safety guidelines relating to public chemistry demonstrations.

7. Volunteers and meeting attendees should only use ACS's trademarks, insignia, name, logos, and other intellectual property in compliance with ACS regulations and directives as may be issued from time to time.

8. The capturing of images or recordings, including, but not limited to, photographs, video, or audio recording in various forms and media, downloading, or rebroadcasting of technical session (oral or poster) speakers or presentations is strictly prohibited unless otherwise approved in advance by an KACS Executive Committee Member.

### **KACS Presenter Conduct Policy\***

To foster a positive environment built upon a foundation of trust, respect, open communications, and ethical behavior, this Presenter Attendee Policy applies to each presenter of any technical session, oral or poster. Each presenter shall ensure:

1. That nothing in their presentation is defamatory, libelous, or otherwise unlawful, violates any right of privacy, or infringes any duty of confidentiality owed to another party or violates any contract, express or implied.

2. Their presentation is the original work of the presenter and any contributors who have been involved in such research or preparation have been appropriately identified.

3. Any third-party quotations or figures have been appropriately noted, and in the case of illustrations in particular, permission for their use has been obtained.

4. All institutional approvals and protocols have been obtained and followed in conjunction with the research and the preparation of the presentation. Similarly, any related requirements of relevant research funding agencies have been followed. Any funding agencies providing support for the underlying research have been identified.

5. Any unusual hazards inherent in the chemicals, equipment or procedures used in the underlying research as described in the presentation are clearly identified.

Violations of these Conduct Policies should be reported promptly to the KACS Executive Committee (<https://www.kalamazooacs.org/about/officers.html>). In cases of alleged persistent and/or serious violations of this Conduct Policy, the Executive Committee shall review the evidence, employ fairness principles that consider the rights of all involved, find facts, arrive at a decision, and take such actions as may be appropriate, including but not limited to requiring volunteers to leave their volunteer position(s); precluding volunteers from serving in section volunteer roles in the future; requiring meeting attendees to leave the meeting; and, precluding meeting attendees from attending future KACS meetings. KACS, through its Executive Committee, reserves the right to pursue additional measures as it may determine are appropriate.

### **KACS Social Media Policy - TBD**

The KACS Executive Committee approved these Policies on April 19, 2021

\* This document is derived from the ACS "Volunteer / National Meeting Attendee Conduct Policy"