

# THE SCSC CODE OF CONDUCT

## GENERAL POLICY STATEMENT

The Code of Conduct establishes the standards that govern the way the Stark County Ski Club (SCSC) Members deal with each other, the media, and the public at large. The Code of Conduct differs from the Stark County Ski Club's Constitution in that it addresses acceptable/unacceptable behavior. The Code of Conduct may be updated by the SCSC Board and presented to the membership as needed.

Members should enjoy an environment which is free of harassment and abuse of any kind. The purpose of this policy is to provide Members and the Club with a mechanism for dealing with behavior and actions that may be offensive, harassing, or intimidating, and to ensure, to the fullest extent, that such behavior does not occur at any Club Activity or any other activity or undertaking which can be reasonably related to a relationship established between or among Members of the Club.

By participating in any SCSC Activity, Event, or any other undertaking which can be reasonably related to a relationship established between or among Members of the SCSC, the Members agree to be bound by these rules and any other rules pertaining to that specific activity.

This policy applies to all SCSC Members and Guests. Members will be held responsible for the actions of their Guests. SCSC Members may face all sanctions set out herein for the actions of their Guests. Guests may be refused admission to the club and/or refused permission to participate in any SCSC activities

## DEFINITIONS

1. "Activity" means any SCSC organized event including, but not limited to, day trips, general and special socials, charter trips, training, general Membership meetings, or any other activity or undertaking which can be reasonably related to a relationship established between or among Members of the SCSC.
2. "Club" means the Stark County Ski Club (SCSC).
3. "Member(s)" means any current Club Member.
4. "Guest" means any person participating in a Club Activity who is not a Member and has been invited to participate at the request of a Member.
5. "Unacceptable Behaviors" include: intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech or actions by a member participating in a Club Activity or our community online.
6. Harassment may consist of, but is not limited to, any behavior that may be offensive or intimidating to another person, whether intentional or not. Harassment involves vexatious comments or conduct that are known to be unwelcome or that ought reasonably to be known to be unwelcome because they might reasonably be expected to cause insecurity, discomfort, offense, or humiliation to another person. Examples of prohibited harassment include, but are not limited to: racial or religious slurs; homophobic jokes; mocking a person's disability or accent; and sexual harassment.
  - a. Sexual harassment may include, but is not limited to: unwelcome comments about a person's appearance, sexual overtures, demands for sexual favors, sexually suggestive gestures; and uninvited touching. Sexual harassment most commonly occurs in the form of behavior by men towards women. However, it can also occur between men, between women, or as behavior by women towards men.
  - b. Racial harassment can take the form of unwelcome remarks, jokes, innuendos or taunting about a person's racial or ethnic background, color, place of birth, citizenship, culture or ancestry.
7. "Complainant" means any Member or Guest making a formal Complaint of Harassment.
8. "Respondent" means the party accused of Harassment by the Complainant and as set out in the Complaint.

### **The following Code of Conduct applies to all Members and Guests:**

1. Abide by and uphold the Club's Constitution/Bylaws, Harassment Policy, and Code of Conduct.

2. Treat other Members, Guests, staff of venues, and other patrons (where a Club Activity is being held) fairly, equally, and with respect and courtesy.
3. Behave responsibly and conduct oneself in a manner that will not damage the reputation of the Club, its Activities, or Members.
4. Refrain from Unacceptable Behaviors or Harassment of other Members and Guests.
5. Abide by all local laws and regulations.
6. Illegal drugs are not permitted during Club Activities.
7. Acknowledge and abide by the National Ski Patrol Responsibility Code while skiing and/or snowboarding. For details refer to: [https://www.nsp.org/NSPMember/Safety/Your\\_Responsibility\\_Code/NSPMember/Safety/Your\\_Responsibility\\_Code](https://www.nsp.org/NSPMember/Safety/Your_Responsibility_Code/NSPMember/Safety/Your_Responsibility_Code)
8. Refrain from using the Club as a forum to publish, post, distribute, or disseminate any defamatory, abusive, profane, threatening, offensive, or illegal materials.
9. Refrain from promoting any products or services within the Club, and do not post commercial offers or promotions in the Club or on the Club's social media sites.
10. Honor personal debts to the Club:

Pay any fees in a timely manner, in relation to any Club Activity to which the Member has committed, regardless of whether the Member attends the event or not.

Acknowledge that tickets for Club activities cannot be transferred or sold to a non-Member.

## **VIOLATIONS OF THE CODE OF CONDUCT**

The Board of Directors (hereinafter called 'the Board' and as defined in the SCSC Club's Constitution) at any time may approach Members for discussion regarding any violation of conduct, to serve the interest of the Club and its Members. Also, the Director in charge of a Club Activity, an appointee, or any Board Member may, at his/her discretion, deal with any violation of conduct by a Member or Guest participating in a Club Activity.

Any violation may be referred to the Board and dealt with under the provision within the SCSC Constitution. The Board may also refer a violation to the Discipline Committee for handling in accordance with the grievance and disciplinary procedures set out in this Code of Conduct Policy.

In all cases, if a Member or their Guest is responsible for damage to property, then monetary restitution will be mandatory to continue Membership with SCSC.

For charter trip participants:

1. If any damage is caused, by a Member or Guest participating on an SCSC scheduled trip, the cost of repair will be charged to the Member and may be required to be paid before checking out of the accommodation for that SCSC Trip, Event, Social, Meeting, Volunteering Session, etc.
2. The appointed SCSC Trip Leader has the right to remove trip participants, be they Members or Guests, from the SCSC scheduled trip if they do not abide by the Code of Conduct, and all the costs associated with the removal will be the trip participant's responsibility.

### **Procedure for Making Complaints and Determining Discipline for Violations of the Code of Conduct**

1. The Board of Directors (hereinafter called 'the Board' and as defined in the Club's Constitution) shall establish a Discipline Committee to receive Complaints from Complainants regarding Harassment at or during a Club Activity. Such Discipline Committee shall be comprised of the Executive Committee; President, Vice President, Secretary, Treasurer, and/or as defined in the Constitution of the Club, with the noted exceptions:

- a. In the event that one or more of the President, Vice President, Secretary, Treasurer, and previous President positions is not filled, the Discipline Committee will consist of the three most senior members of the Board.

- b. If the Complainant or Respondent is the President, Vice President, Secretary, and/or Treasurer, such person(s) will be replaced by the next most senior member of the Board.

2. In the event that a member or Guest participating at a Club Activity feels that they have been a victim of Harassment or witnessed harassment by another Member or Guest, such person may file a Complaint.

3. Before filing a Complaint, it is recommended, **but not obligatory**, that the Complainant:

- a. Tell the harasser his/her behavior is unwelcome and ask him/her to stop.
- b. Keep a record of incidents (dates, times, locations, possible witnesses, details about what happened, one's response). Victims of Harassment are not required to keep such a record in order to file a Complaint, but a record can strengthen a case and help a victim remember details over time.

4. For clarity, nothing herein requires a victim of Harassment to ask the harasser to stop the Harassing behavior prior to filing a Complaint. A Complaint can be filed without such requests.

- a. A Complaint should be addressed to any member of the Board, either in writing (preferred) or verbally. It should also set out in reasonable detail the name of the Respondent, the nature, time and location of the Harassment, and any witnesses. Such Complaint will then be forwarded to the Discipline Committee. Once the Complaint is received, it will be kept strictly confidential. An investigation will be undertaken immediately and all necessary steps will be taken to resolve the problem.
- b. Both the Complainant and the Respondent will be interviewed (either in writing or verbally), as will any individuals who may be able to provide relevant information. All information will be kept in confidence.
- c. If the investigation reveals evidence to support the Complaint of Harassment, the Discipline Committee will make a recommendation to the Board that the Respondent be disciplined and recommend the form of discipline. The recommended discipline will be determined by the nature and seriousness of the Harassment and may include warnings, suspension, or a lifetime membership ban from the Club. The Board will then impose whatever discipline it feels is warranted in the incident and advise both the Complainant and Respondent.
- d. There will be no repercussions against a Complainant for Complaints filed in good faith, regardless of the outcome of the Complaint. If the Discipline Committee determines that a Complaint was not filed in good faith, the Discipline Committee may recommend that the Complainant be disciplined.

## Penalties and Sanctions

### Dismissal and Suspension/Revocation of Recognition

**Dismissal** is a sanction that permanently separates the Member from the SCSC without any opportunity to renew in the future. Membership with SCSC is permanently terminated.

**Suspension** is a sanction that temporarily terminates the Members membership for a specified period of time. The Officers of the SCSC will determine the effective date of the suspension (either at the conclusion of the conduct process or at the close of the current year) and the suspension's duration (Note that a Member may be suspended solely for either summer and/or winter term). Suspension of a Member is a revocation (withdrawal) of SCSC recognition. During a period of revocation, a Member forfeits all the rights and privileges afforded to them by SCSC. A Member whose recognition has been revoked must petition for reinstatement of recognition. Conditions for reinstatement of recognition will typically be subject to SCSC Board review and brought forth to the membership.

### Conditions of Suspension and Dismissal

A Member who has been dismissed or suspended from the SCSC is denied all privileges afforded to a Member and must abstain from any and all SCSC Activities. Members who are dismissed or suspended may not participate in any SCSC Activities/or attend any meetings at any time for any reason without the express written consent of the SCSC Board. To seek such permission, a suspended or dismissed Member must file a written request with the SCSC Officers for entrance for a limited time and for a specific purpose. During the period of suspension or dismissal, a Member may not attend SCSC meetings (either in person or online), or participate in SCSC-related Activities, whether they occur within the state of Ohio or any other location. All assigned educational sanctions must be completed prior to the conclusion of suspension; otherwise, the suspension will remain in effect indefinitely. A party who is subject to discipline under this COC, may (after a period of time determined by the SCSC Board) apply to the Board of Directors for reinstatement in the SCSC. The Board of Directors shall make a determination as to whether the party may return to the SCSC activities

### Disciplinary Probation

Disciplinary probation is formal notice that a Member's behavior or pattern of behavior was unacceptable. During the probationary period, Members should demonstrate a willingness and ability to respect and comply with the standards of behavior outlined by the SCSC. Continued misconduct of any kind during the probationary period may result in suspension or dismissal. Disciplinary Probation is imposed for a finite period of time and may include additional sanctions. A Member or representative on probation may be required to meet periodically with a person designated by the SCSC Officers for a Review.