

## **Code of Conduct**

### **Purpose**

Museum Alaska strives to provide a safe, inclusive, and welcoming environment that is free of bias and intimidation. In keeping with federal laws, state laws, and non-profit best practices, Museums Alaska expressly prohibits any form of discrimination or harassment based on race, color, religion, sex, age, sexual orientation, national origin, disability, body size, marital status, changes in marital status, pregnancy, parenthood, status as a Vietnam-era or disabled veteran, or any other protected classification.

Discriminatory or harassing conduct by or towards any awardee, contractor, employee, member, grantee, honoree, participant, vendor, volunteer, or other person participating in Museums Alaska programs, activities, or grant funded projects will not be tolerated.

### **Scope**

Museums Alaska's Code of Conduct is intended to cover all Museums Alaska members, contractors, employees, grantees, honorees, participants, sponsors, vendors, volunteers, and any other person participating in a Museums Alaska sponsored program, activity, or grant funded project.

Museums Alaska sponsored programs and activities include, but are not limited to: the annual conference, committee meetings, trainings, workshops, volunteer projects, publications, grant funded projects, scholarships, and awards.

By obtaining Museums Alaska membership, registering to present or attend the Museums Alaska's annual conference, applying for a grant, scholarship, or award from Museums Alaska, or participation in any Museums Alaska program or activity, all participants commit to maintaining respectful and ethical relationships in accordance with the Museums Alaska Code of Conduct.

### **Definitions**

- Discrimination is the unjust or prejudicial treatment of others based on human difference.
- Harassment includes but is not limited to:
  - Sexual harassment, according to U.S. Federal guidelines is "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature." Importantly, the legal definition includes harassment that is sexist rather than sexual: it can "include offensive remarks about a person's sex," with this form being "illegal when it is so frequent or severe that it creates a hostile or offensive work environment."

- Sexual assault which includes actual or attempted physical attack and any type of sexual contact or behavior that occurs without the explicit consent of the recipient. Sexual assault is illegal.
- Physical contact without consent or after a request to stop
- Comments or actions that minimize a person's life choices, identity, or safety
- Deliberate "outing" of any aspect of a person's identity without their consent, except as necessary to protect vulnerable people from intentional abuse
- Sustained disruption of presentations or events
- Deliberate intimidation or stalking of any kind—in person or online
- Collection and distribution of harassing photography or recordings
- Threat or acts of violence
- Advocating for, or encouraging, any of the above behaviors

### **Reporting**

Anyone who experiences or witnesses any violation of Museums Alaska's Code of Conduct should report the incident to the Museums Alaska Executive Director or the Board of Directors as soon as possible.

If you witness sexual harassment or assault, respond first to the affected person's needs and safety. Support that person if they choose to report the incident but respect their decision to report or not report.

Anyone experiencing or witnessing behavior that constitutes an immediate or serious threat to personal or public safety is advised to contact 911.

- Della Hall, Executive Director, [director@museumsalaska.org](mailto:director@museumsalaska.org), 907-474-5484
- Board of Directors, [board@museumsalaska.org](mailto:board@museumsalaska.org)  
<https://museumsalaska.org/board-of-directors>

Museums Alaska is not an adjudicating body. However, the Museums Alaska Board of Directors will receive complaints to support addressing grievances associated with Museums Alaska programs, activities, and grant funded projects.

- Complaints may be submitted to Della Hall, Executive Director [director@museumsalaska.org](mailto:director@museumsalaska.org), 907-474-5484
- Museums Alaska will:
  - Discuss the complaint with the complainant.
  - Discuss the complaint with the alleged harasser and give them an opportunity to respond to the complaint if the complainant wishes for the Board to actively participate in resolving the complaint.
  - Be authorized to implement disciplinary action.
  - Be authorized to determine a complaint merits no need further consideration.

## **Consequences**

Museums Alaska is committed to enforcing this code of conduct at all levels of its organization. Anyone who engages in discriminatory or harassing conduct will be subject to disciplinary action from the Board of Directors.

- Individuals who are currently sanctioned for assault or harassment by an adjudicating institution (e.g., a university) will be barred from Museums Alaska programs, activities, and grant funded projects. Appeals may be requested in advance of participation in an activity, program, or grant; on-site conference registration for such individuals will not be permitted.
- Anyone requested to stop unacceptable behavior is expected to comply immediately.
- The Museums Alaska Board may take any action deemed necessary and appropriate, including immediate removal from an activity, program, or grant funded project without warning or refund.
- The Museums Alaska Board reserves the right to prohibit participation in future programs, activities, and grant funded projects in addition to rescinding association awards, grants, and/or scholarship, and revoking or prohibiting membership.

## **Adoption**

This code of conduct was adopted by the Museums Alaska Board of Directors on August 9, 2019.